Date: October 5, 2018
To: Chief School Administrators, Charter School and Renaissance School Project Leads
Route To: District Test Coordinators, School Test Coordinators, District Technology Coordinators
From: Linda P. Eno, Ed.D., Assistant Commissioner
Division of Academics and Performance
Deadline: November 2-16, 2018 (to upload High School Fall Block initial student registration files in the PARCC assessment administration platform)

Updated: High School Fall Block 2018-19 Test Administration

This memo provides districts with general information and a schedule for the Partnership for Assessment of Readiness for College and Careers (PARCC) High School Fall Block 2018-19 Test Administration.

Additional guidance for the Spring administration of the statewide assessment will be provided in separate Broadcast memos to school districts.

Initial Student Registration

Please review the High School Fall Block 2018-2019 Test Administration Key Dates document for important activities and key dates. The New Jersey Department of Education (NJDOE) anticipates completing preparations for the Fall Block test administration by November 1, 2018, after which districts will be able to upload their initial student registration files directly to the PARCC assessment-administration platform. Districts must complete the initial student registration upload between November 2-16, 2018.

Students taking the paper-based versions of the assessments must be included in the student registration upload. However, all paper-based versions of the assessments must be ordered through the additional orders process, which begins on November 2, 2018.

Technical guidance regarding the upload of the initial student registration file will be provided at a later date.

Students Who Must Participate in the High School Fall Block Test Administration

All high school students who are enrolled in a Fall Block ELA 9, ELA 10, or ELA 11 course (regardless of homeroom grade status) and all high school and middle school students who take a course on a block schedule that corresponds to high school standards in Algebra I, Geometry, or Algebra II course are required to take the assessment associated with the course during the Fall Block assessment window. A Fall Block course is defined as a course that starts at the beginning of the academic year and completes instruction at the end of the fall semester.

Students who are retaking an ELA/L 10 course or an Algebra 1 course are not required to retest if they have already passed the state assessment, or have previously taken the assessment and are IEP-exempt from passing the content area state assessment.
Retest Students Receiving Required Remediation (Previously Passed Requisite Course but Did Not Pass PARCC)

The High School Fall Block Test Administration provides a retest opportunity for students who previously passed an Algebra 1 course or an ELA 10 course, but did not pass Algebra 1 PARCC or ELA 10 PARCC, respectively. These students may retest during the High School Fall Block Administration if they are receiving district-provided remediation in the respective content area.

First Time Catch-Up Testers (Previously Passed Requisite Course but Did Not Take PARCC)

Students taking the test for the first time, transfer students from private schools, parochial schools, or public schools in a state that does not administer PARCC may participate in the High School Fall Block Test Administration for Algebra 1 or ELA 10 without any remediation or instruction prior to taking the assessment, if they passed an Algebra 1 course or ELA 10 course, respectively.

High School Fall Block Test Administration Windows

The test administration windows for the 2018-19 High School Fall Block Test Administration are as follows:

- Paper-Based Testing – November 26, 2018 through December 7, 2018
- Computer-Based Testing – November 26, 2018 through January 15, 2019

Paper-Based Testing

The PARCC assessment is a computer-based assessment, and most students are required to take the computer-based version of the test. Under limited circumstances, students who are unable to use a computer will need to take the assessment using paper and pencil. The NJDOE may contact districts to verify the accuracy of the student counts and test delivery modes if any anomalies are detected in the quantities of paper-based assessments being requested.

All paper-based versions of the assessment must be ordered through the additional orders process, which begins on November 2, 2018. All paper-based testing must be completed in the two-week testing window cited above.

Homebound Students

Students receiving homebound instruction are not required to take the PARCC assessment using paper-based versions of the assessments. Districts have the option of administering the computer-based assessments, using a district-supplied portable electronic device and mobile hotspot, to students receiving homebound instruction. The mode of testing should be based on individual student need and the content area/subject being assessed.

General Assistance

If you have questions regarding the Fall Block, please contact the Office of Assessments at (609) 376-3960 or assessment@doe.nj.gov.

c: Members, State Board of Education
   Lamont O. Repollet, Ed.D., Commissioner of Education
   NJDOE Staff
   Statewide Parent Advocacy Network
   Garden State Coalition of Schools
   NJ LEE Group