

February 12, 2018

Dear Germantown Families,

On February 27, 2018, all students in the state of Wisconsin in 11<sup>th</sup> grade will be taking the ACT plus writing. This assessment is a paper-pencil, multiple-choice test in four areas: English, math, reading and science, with an additional 30-minute writing essay. In order to create the most optimal testing environment for students, February 27 will be a “Juniors Only” day. **High school students in grades 9, 10 and 12 will not attend classes on February 27.**

Prior to the testing day on February 27, juniors will be completing the Student Profile Section and the ACT Interest Inventory on their answer documents in one of their regularly scheduled classes. Students are able to use the Educational Opportunities Services (EOS), the ACT communication system between ACT and potential colleges, to report ACT scores to selected colleges. Students can choose to report the scores to no more than four colleges. Once the ACT is administered and collected on February 27, there is not a way to cancel reports to colleges. Students can opt out from EOS and not report scores to colleges. However, if a student decides to report out the scores to the colleges after the ACT has been taken, the cost of communicating the score to colleges will be responsibility of the student/family.

On February 27, juniors should report to the Germantown High School at 7:20am and proceed to their assigned locations (specific information regarding locations will be forthcoming). Each student should come prepared with a photo ID (student ID or driver’s license), at least two sharpened pencils with erasers, and a calculator that meets the requirements on the ACT website (<http://www.actstudent.org/faq/calculator.html>). Snacks will be provided during scheduled breaks. Most students will be dismissed by 12:30 on February 27, but lunch will be available. Bus routes will run as scheduled on this day.

On February 28, all students in the state of Wisconsin in 11<sup>th</sup> grade will take ACT WorkKeys, a paper-pencil test consisting of three subtests: Applied Mathematics, Locating Information, and Reading for Information. The purpose of this assessment is to compare students’ skills to those required in the work environment. **Unlike February 27, this is a full school day for students in grades 9, 10 and 12. Students in grade 11 will be taking the WorkKeys assessment during the first half of the school day and then returning to their regularly scheduled classes upon completion of this assessment.**

A parent or guardian can request an opt-out for his/her student for state assessments, either ACT or WorkKeys, or both. A parent must submit a written request for student opt-out to the principal. All students opting out the testing will be documented as “not tested” for the school and district reporting.

Please access this website for additional information about these high school assessments:

<https://dpi.wi.gov/assessment/act>. Students interested in viewing sample items for the ACT can visit <http://tinyurl.com/zgmlpng>. This site has additional information regarding the ACT as well as the other state assessments. Should you have additional questions, please contact Mr. Farren, Germantown High School Principal, or Ms. O’Brien, Director of Teaching and Learning.

Sincerely,

*Brenda O’Brien*

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Director of Teaching and Learning