

Dear families:

10 February 2020

The Michigan Department of Education requires all current juniors to take the Michigan Merit Exam (MME), which will be given at Portage Central High School right after Spring Break. The MME is one of Michigan's statewide high-school assessments, and it measures the academic content that every student needs to know to be college- and career-ready upon graduation. PCHS is actively preparing for the administration of this important exam. The MME has three important components:

1. The SAT with Essay, a college-readiness assessment by the College Board, which will be given on Tuesday, April 14, 2020 beginning at 7:40 a.m.
2. The ACT WorkKeys, a career-readiness assessment by ACT, which will be given on Wednesday, April 15, 2020 beginning at 7:40 a.m.
3. The Michigan Student Test of Educational Progress, or M-STEP, an online test that measures student growth regarding Michigan curriculum, which will be given during the week of April 20th, during the school day with no change to the bell schedule.

In addition to the Michigan Merit Exam that our juniors will take, our current freshman and sophomores will be taking the College Board's PSAT assessments also, right after Spring Break. The PSAT is a valuable preparation for the SAT, and it tests over the same skills and knowledge as the SAT but at the 9th and 10th grade levels. Results from the PSAT may also be used to make curricular decisions for students. The PSAT will be given to our freshmen and sophomores as follows:

- 9th graders will take the PSAT 9 on Tuesday, April 14, 2020 beginning at 9:30 a.m.
- 10th graders will take the PSAT 10 on Wednesday, April 15, 2020 beginning at 7:40 a.m.

Attendance and Off-Site Students

In order to graduate from Portage Public Schools, a student must take all components of the Michigan Merit Exam; therefore, every effort should be made to have perfect attendance during this testing window. The same attendance expectation applies for the 9th and 10th grade PSAT assessments as well. *Students enrolled in off-campus programs will be expected to attend all testing sessions at PCHS.* We have notified our off-campus programs, and all agree that a student's home school schedule takes precedence.

Other important details to note

All PPS buses will run on the regular schedule. If your student has to ride the bus on a morning that she or he is not testing, she or he will be required to stay in the Commons, so please bring a book to read. In addition, the only items allowed in the testing rooms on test day are photo ID, pencils, an approved calculator (visit collegeboard.org for list), and a wonderful, well-rested Mustang attitude!

How you can help your student get ready

The best preparation for tests such as the PSAT and the SAT is practice, practice, practice! College Board has partnered with Khan Academy to offer free practice resources to Michigan students for the PSAT and SAT. Students can link their College Board test scores to Khan Academy (satpractice.org) for personalized test practice that will focus on areas that they need help with.

In addition, all juniors participating in our weekly SAT seminars have already linked their accounts and begun this important practice. Encourage them to continue this at home.

We also encourage you to visit some informative websites:



- portageps.org/chs/counseling/all-about-testing/ (newly updated with FAQ's and much more!)
- collegereadiness.collegeboard.org

	Tuesday April 14, 2020	Wednesday April 15, 2020
9th grade	PSAT for all 9th grade *Late start--testing begins at 9:30 a.m. Classes start after testing and lunch break If you have to ride morning bus, you will need to stay in PC Commons prior to testing.	No school in the morning ☺ Late start for classes (see below) If you have to ride morning bus, you will need to stay in PC Commons during testing.
10th grade	No school in the morning ☺ Late start for classes (see below) If you have to ride morning bus, you will need to stay in PC Commons during testing.	PSAT for all 10th grade 7:40 a.m. testing begins Classes start after testing
11th grade	SAT with Essay for all 11th grade 7:40 a.m. testing begins Classes start after testing and lunch break	ACT WorkKeys for all 11th grade 7:40 a.m. testing begins Classes start after testing
12th grade	No school in the morning ☺ Late start for classes (see below) If you have to ride morning bus, you will need to stay in PC Commons during testing.	No school in the morning ☺ Late start for classes (see below) If you have to ride morning bus, you will need to stay in PC Commons during testing.
All students:	Classes begin at 1:25 for all students: 1:25-1:47 1 st Hour 1:52-2:14 2 nd Hour 2:19-2:40 3 rd Hour	Classes begin at 11:22 for all students: 11:22-12:47 5 th Hour 12:52-1:25 4 th Hour 1:30-2:03 6 th Hour 2:08-2:40 7 th Hour

***Because of the difference in length for the PSAT 9 and SAT tests, the 9th grade PSAT 9 will not begin until 9:30 a.m. on Tuesday April 14, 2020. 9th graders should plan to arrive in preparation for a 9:30 a.m. test start time, but if they have to ride the morning bus, 9th graders will stay in the PC Commons prior to testing.**

Note: Juniors will also be taking the M-STEP online Michigan tests in Science and Social Studies the week after the SAT, during the week of April 20, 2020. There will be no change in the school schedule during this testing, as juniors will be called down out of class as a group to test in various testing rooms.

And finally, new this year is a required parental consent form from the College Board regarding participation in the Student Search Service for 10th and 11th graders only. Please see the attached letter and if you choose to opt your student out of this program, please return this form to the PCHS Counseling office no later than **March 20, 2020**.

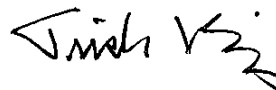
If you have additional questions about the MME or the PSAT, please contact your child's counselor. If you have any questions regarding the testing schedule, please contact Trish King at tking@portageps.org.

Thank you for your cooperation in this important testing and this change to our school day schedule.

In respect,



Eric Alburtus
Principal



Trish King
Test Coordinator

SAT Suite of Assessments: Participation in College Awareness/Planning Options Opt-Out Form

Your student will participate in one of the SAT Suite of Assessments on a school day in April – SAT® with Essay or the PSAT™ 10. This form explains the information your student will be required to provide and how your student can utilize the four free SAT score sends. This form also provides the opportunity for you to opt-out of the Student Search Service® and optional student questionnaire.

Required Information

Students will be required to provide College Board (the provider of the SAT Suite of Assessments) their first and last name, school name and school code, date of birth, grade level, gender, and their unique state-provided student identification code or UIC. This information is the minimum needed for scoring and reporting test results.

SAT Free Score Sends

Students who are taking the SAT can send their scores to up to four colleges or scholarship programs at no cost. Sending scores is optional, but we encourage students to demonstrate their interest in their chosen schools early. If this option is left blank on the form, no scores will be sent. Your consent is not required for students to utilize their four free score sends.

Student Search Service® and Optional Student Questionnaire

The Student Search Service® connects students with additional colleges and scholarship organizations by sharing information with participating organizations, which will provide you and your student with:

- information about colleges and universities that match your student’s academic interests
- information on financial aid and scholarships to help deserving students access scholarships they’ve earned
- information about majors, courses, and degree options

In order for College Board to share this information, students must complete the Optional Student Questionnaire. The information will only be shared with colleges, universities, and scholarship and educational opportunity programs that signed an agreement to communicate with students only for the purposes listed above. The questionnaire collects information such as email address, race/ethnicity, coursework, GPA, intended college major, interests, test score range, etc. The information from these questions will be added to your student’s College Board student record.

You can learn more about the College Board’s privacy policy at <https://about.collegeboard.org/privacy-policy>.

The Portage Public School District recognizes that parents may have privacy concerns with disclosing such information. Therefore, parents have the opportunity to have their student opt-out of the Optional Student Questionnaire and hence the Student Search Service®. If a student opts out of the Student Search Service it will not impact their chances at being accepted into colleges or scholarship programs in any way.

Please indicate below only if you would like your student to opt-out of the Student Search Service® and Optional Student Questionnaire. Return this completed and signed form to your student’s school counseling office by March 20. If you do not return this form by the deadline, your student will participate in the Student Search Service® and Optional Student Questionnaire.

_____ I would like my student to opt-out of the Student Search Service® and the Optional Student Questionnaire.

Student Name: _____
(Please print)

Grade: _____

Parent/Guardian Signature: _____ Date: _____

Note: Students who are 18 years or older may complete the Optional Student Questionnaire and Student Search Service® sections of the answer document on their own if they so choose.