

Dear Alternate Assessment Coordinators,

Please disseminate the following information to teachers and appropriate staff members participating in the 2019 Florida Standards Alternate Assessment—Performance Task (FSAA— PT) Administration. **Alternate Assessment Coordinators are responsible for ensuring all eligible teachers have completed training prior to administering the spring 2019 FSAA—PT.** Training module completion data will be provided to AACs periodically up through the opening of the administration window.

The following 2019 administration training modules are now available on the [FSAA Portal](#):

- **Module 1: Assessment Overview**
- **Module 2: Administration Procedures**
- **Module 3: Before, During, and After Administration**

The modules are available to educators 24 hours a day, 7 days a week.

All teachers are required to participate in administration training prior to administering the spring 2019 assessment to students. Training can be accomplished through a combination of district provided face-to-face trainings and online training modules that include quizzes, depending on a teacher’s prior assessment administration experience. **Please note that ALL teachers will be required to complete Module 4: Performance Task Online System when released in February 2019.** Please remind teachers that if they would like certificates demonstrating completion of the training modules, they must be printed after submitting the quiz, but prior to exiting the module.



Writing Prompt Resource available on the FSAA portal:

The Topic and General Vocabulary List – This resource is to be used in preparation for the Open-Response Writing Prompt. It includes a grade level topic list and a list of recommended vocabulary words commonly used when composing writing products. Teachers are encouraged to introduce words and/or phrases that deal with the provided topic into the student’s vocabulary. Please see page 56 of the 2018–2019 Test Administration Manual for information on preparation guidelines.

Please contact the FSAA Service Center with any questions by phone at (866) 239-2149 or by email at FSAAServiceCenter@measuredprogress.org. Standard Hours for the FSAA Service Center are Monday – Friday from 8:00 a.m. to 5:00 p.m. EST.