

DIRECTIONS AND TEACHER DIALOGUE TO BE READ BEFORE ADMINISTERING BENCHMARK TESTS.

Dear Teacher,

These Benchmark tests are designed to give **you**, as a classroom teacher, additional information about your **students** in math. There are three versions of each grade level test. Versions A, B, and C test the same material in the same order. The answer sheets for the multiple choice questions are identical. The answers for the last question are all included on the answer sheet.

When you copy the test, copy the correct answer sheet for your grade level and be sure to copy the last (open ended) problem on the back of the answer sheet. Give the students scrap paper, so that you can reuse the tests.

This test should be given **3** times this year. The first time the test should be given is early in the school year (perhaps in the first week of school, but definitely before the end of September). The second time this test should be given is in the middle of the year (at the end of January, perhaps during Catholic Schools Week). The final time this test should be given is at the end of the year (you may possibly want to use it as your math final exam since it tests all priority topics).

Do not review before the test or go over answers with your students after the test.

This test is for your information. You will want to look for growth in the understanding of priority topics in your students. We have included a table for your convenience in order to track each student's progress. Please make additional copies so each student has his/her own chart.

The test should take approximately one class period for your students to complete. We based that time on a typical 45 min. to 55 min. class period. Since this is meant to be a tool for your use, feel free to give more time to your students if you feel it is appropriate. Please read this to your students before they take the Benchmark test.

Beginning of the year:

"You are taking this test so that I can learn more about what you know in math. This is a test of the type of math problems you will be learning this year. All but one of the problems gives four answers. You are to choose the answer you think is better than the others. Then, on your answer sheet, find the number of the problem and fill in the circle that matches your answer. Please do not write on the test, use your scrap paper to work out a problem, then mark your answer on the answer sheet.

Try your best. Do answer all the questions. You may already know how to do **some** of the problems, but **most** of them will be totally new to you, don't worry about that. Since the last problem asks you to draw and explain, it can be done right on the sheet."

(Teacher...please explain the amount of time you will be giving for the test here. Ex. "Take as much time as you need to complete the test." OR " You will have one class period to complete the test".)

Middle of the year:

"This test may look familiar. You took a similar test in the beginning of the school year. You are taking this test now, so that I can see what math ideas you understand and what math ideas we must work on for the rest of the school year.

Just as before, you are to choose the answer you think is better than the others. Then, on your answer sheet, find the number of the problem and fill in the circle that matches the answer you chose. Please do not write on the test, use your scrap paper to work out the problem, and then mark your answer sheet. You **may** write on the last page to **show** and **explain** your answer.

You may remember a few of these problems from before. They may have been difficult in the beginning of the school year, but now you may be able to do them. Some problems may still be a challenge to you. That's OK. We still have the last half of the school year to learn more new things in math." (*Teacher, at this time, please give allotted time you feel is appropriate to complete the test.*)

End of the year:

If you are NOT using this for a final exam say: "I'm sure you recognize this test. You took a similar test in the beginning of this school year and then again in the middle of the school year.

Today you are going to take it to show me ALL of the math ideas that you have learned since the beginning of this school year. Do work ALL of the problems to the BEST of your ability.

As before, remember to mark the answer you chose on the answer sheet next to the number of the problem you have completed. You will be writing on the last page that asks you to show your work and explain how you got your answer." (*Explain the time allotted at this point.*)

Teachers, remember this test is for your information. We hope that it will help you better meet the math needs of your students. You may adjust the suggested dialogue to suit your grade level.