



Florida Performing Fine Arts Assessment Project

Performance Task Process
Field Test – March 10 to April 4, 2014

THE PERFORMING FINE ARTS ASSESSMENT FIELD TEST

The purpose of the Field Test is to generate data about the test items and is not intended to provide an evaluation of the student's performance, nor to evaluate the teacher's skills. The goals of the Field Test include: 1. To score items consistently; 2. To score items according to the rubric; 3. To determine the upper and lower levels of score points; and 4. To identify clarifications that may be needed to assist future scoring.

Performance Task Process

All Performing Fine Arts Field Tests will include Performance Tasks. The Performance Tasks are **Part B of the Field Test exam** and should be administered during the testing window – March 10 to April 4, 2014. The Performance portion of the test counts as 70% of the total assessment. Please see the **Blueprint** page on the Project Website for a particular course:

<https://cfaefl.org/AssessmentProject/>

Click on the **Blueprints** page

While it is the ultimate goal that all students complete both portions of the Performing Fine Arts exam, the Project endeavors to make the Field Test a realistic charge for all involved. There may be standardized tests during this time; as well as dance, music and theatre performances. Therefore, **during the Field Test only**, all students are **not** required to prepare performances for each of the courses. **Teachers may select specific students to be involved in the Performance Task portion of the assessment.** The Project suggests that at LEAST 75% of the students submit a Performance Task recording for upload into the Test Platform (SchoolNet). Teachers will upload the captured performance to the test site for scoring. Certainly, all students can complete the performance tasks.

Students will **prepare** a performance and/or participate in an **on-demand** performance. The **PREPARED** performance will be made available to the student prior to their recording time so they can “prepare” their exercise. The **ON-DEMAND** performance is intended to be performed on the spot - such as sight reading and/or improvisation. The teacher may use any device to capture the performances, including iPads, phones etc. The files should be in a **digital file format** - MP3 (audio) or MP4 (video), which can be uploaded to the testing site. The teachers will upload the captured performance to the test site for scoring.

Whenever a student's image or voice is captured, the Project recommends a signed release. The Florida Department of Education is not requiring the release. The Project simply suggests that parents give their written consent. The Student Release forms are only for those students participating in the Performing Tasks. The forms do not have to be collected until the Field Test begins in March and should be retained at the school. *(See appendix A - Parent/Guardian letter and Student Image/Voice Release Form)*

In Performing Fine Arts, teachers and adjudicators have used rubrics to rate ensemble performances for generations. In contrast, this assessment is designed to examine **individual** student performances. These rubrics are on the Test Platform and will be available when the testing window opens.

STEP 1: On the first day of the Field Test window, March 10, 2014, the teacher should log onto the IBTP-Item Bank Test Platform

STEP 2: Locate Part B – Performance Task – for the course being tested.

STEP 3: In the left hand column - select “print test” **Please note: Provide the information on the PREPARED performance only and keep the ON-DEMAND performance secure.**

STEP 4: Provide the Performance Task to the students on the first day of the Field Test window, or as soon as possible. **Please note: For the Field Test, the teacher may choose which students will participate in Part B of the assessment.** The Project suggests that at least 75% of students per course submit a Performance Task.

STEP 5: Students should have two weeks to prepare their performance. The teacher may assist the students. Students should be encouraged to practice the prepared task during school, after school and/or at home.

STEP 6: Before capturing the performance, the Project suggests that the parent/guardian letter and student release form be sent home for signatures. If the parent/guardian does not agree to provide a release, the teacher should not upload that child's digital recording of their performance to the Test Platform. However, the teacher may want to score the performance using the rubric provided in the Performance Task item.

STEP 7: Teachers should dedicate class time to capture each student's performance in a digital file – MP3 for audio, MP4 for video. Be sure to label each file in order to connect the file to the particular child. The Project

suggests that teachers keep a log of the student's ID and the track number of their recording. (*See appendix B - Log for Performance Recordings*)

- Teachers may use any recording device to capture the performance – phone, iPad, digital recorder, etc. Each school has flexibility regarding how the Performance Task is captured. Please consider setting up a practice room or another appropriate room (monitored by a proctor) with the recording device, music stand, chair, a copy of the Prepared Task and a copy of the On-Demand task. The On-Demand task should remain secure until the student is in the recording session. (See specific instructions for the testing procedures below)

STEP 8: The teacher will upload the student's performance tasks to the Test Platform. The procedure is similar to attaching a file to an email. This step **must be completed** prior to the end of the Field Test window – April 4, 2014.

STEP 9: OPTIONAL - The student can view/listen to their recorded performance and reflect on two positive aspects of their performance and two aspects that could be improved. The student will log into the IBTP and select the performance test they are enrolled in and write their reflection within the response box of the second item of the Performance Task set of items. This will not be included as part of the student's score.

STEP 10: PENDING DOE NOTIFICATION: The teacher may have access to score the student's performance at the end of the Field Test window. The teacher's score will be compared to the Scorers who are trained to score the Performance Tasks.

Procedure for the student in the Performance Recording room

Note: It is suggested that a Proctor assist in this procedure.

Step 1: Student enters the recording room ready to perform the prepared performance. They should bring their instrument, prepared music, props, etc., if applicable. The students should have already warmed-up and should be ready to perform (dance, play, sing, or act). The student can either stand or sit as is appropriate.

Step 2: Student indicates that he/she is ready to begin.

Step 3: Recorder is turned on. The proctor should read the student ID before the student begins the performance. There should be no other talking once the recorder is turned on, unless speaking is part of their performance.

Step 4: Student performs prepared piece.

Step 5: Recorder is turned off.

Step 6: Student is presented the On-Demand Task.

- Based on typical practice, the student is given 1 to 3 minutes to review the task.
- During the study time, the student should not practice the task, although they can move during the study time. The student should not be allowed to ask questions.
- For singers: The key of the piece should be established as well as the beginning pitch before the study period begins and should be repeated before the student records their performance.
- For dance and theatre, the student is allowed 2-3 minutes to organize their On-Demand Task according to the prompt.

Step 7: At the end of the study period, the recorder (audio or video) is turned on. The proctor should read the student ID. There should be no other talking once the recorder is turned on, unless speaking is part of their performance.

Step 8: Student performs the On-Demand Task. Recording is stopped.

Step 9: The Project suggests that both recordings are reviewed to ensure that they have been captured correctly. Student leaves room.

Step 10: The teacher used the student credentials to log onto the Test Platform and then uploads the recording(s).

Appendix A - Parent/Guardian letter and Student Release Form

[Date]

Dear Parent/Guardian,

The purpose of this letter is to inform you that your student will be taking the Florida Performing Fine Arts Assessment Field Test on [Date], 2014. The Field Test is administered within one classroom period in which students respond to test items on a computer administered exam. The Performing Task portion of the exam will be recorded and uploaded to Florida Department of Education Test Platform (SchoolNet). The student's performance will be scored by Performing Arts education experts.

Please review the following policies with your student before testing:

- **Image/Voice Release**—please complete the attached form and return it prior to the Field Test.
- **Electronic Devices**—if your student is found with ANY electronic devices, including but not limited to, cell phones and smart phones at any time during testing OR during breaks, his or her test will be invalidated, which means it will not be scored. The best practice is for students to leave devices at home or in their lockers on the day of testing.
- **Testing Rules Acknowledgment**—the test includes a Testing Rules Acknowledgment that reads, “I understand the testing rules that were just read to me. If I do not follow these rules, my test score may be invalidated.” Prior to testing, test administrators will read the rules to students, and students must acknowledge that they understand the testing rules by signing their names under the statement.
- **Discussing Test Content after Testing**—The Performance Task portion of the testing rules will be read to students before they sign the acknowledgment and reads, “After the test, you may not discuss the test with anyone. This includes any type of electronic communication such as texting, emailing, or posting online on websites like Facebook, Twitter, or Instagram.” If students are found sharing information about test items, even without the intent to cheat, their tests will be invalidated.
- **Leaving Campus**—if your student leaves campus before completing the test (for an appointment, illness, etc.), he or she WILL NOT be allowed to complete the test. If your student does not feel well on the day of testing, it may be best for him or her to wait and be tested on the make-up day.

If you have any questions related to this test administration, you may contact [School Contact] at [Contact Info]. For more information about the Florida Performing Fine Arts Assessment, visit the Project website at <https://cfaefl.org/AssessmentProject/>.

Thank you for supporting your student as he or she prepares for the test.

Sincerely,

[Principal Name]



Florida Department of Education
Office of Race to the Top Assessments
Division of Accountability, Research and Measurement
325 W. Gaines Street, Suite 832
Tallahassee, Florida 32399-0400

IMAGE/VOICE RELEASE FOR MINOR STUDENTS

I, _____, being the parent/guardian of

_____, student, hereby grant my consent for my child to appear in a videotape, photograph, audio file, and/or motion picture that may be used by the Florida Department of Education as part of assessment items or assessments associated with courses in the state's course code directory. Additionally, I grant my consent to allow the use of my child's work to be used as part of the assessment items or assessments. The assessment items or assessments will be made available to Florida's public school districts as part of a statewide item bank designed to assist teachers and others within the school district with the development of high quality items used at the classroom level. These items will help a teacher determine whether the student has learned the information provided or instruction needs to be adjusted.

For and in consideration of benefits to be derived from the furtherance of the educational programs of the FDOE RTTT Performing Fine Arts Assessment Project of Florida (Project), I personally do hereby consent, authorize and grant permission to my child's teacher to take photographs, motion pictures, audio recordings, or video tapes of my child, and do further consent to the upload of said photographs, motion pictures, audio files, or video tapes for upload to the Test Platform for purposes of testing and evaluation.

I also understand there will be no monetary reimbursement at any time for the use of the videotape, audio file, photograph, or motion picture that includes my child.

By signing this form I acknowledge that I have completely read and fully understand the above release and agree to be bound thereby. I hereby release any and all claims against any person or organization utilizing this material for educational purposes.

Full Name of Student: _____

Signature of Parent/Guardian: _____

Address: _____

Daytime Telephone: _____

Date: _____

