

January 7, 2021

Dear Parent/Guardian,

Each year the Cognitive Abilities Test (CogAT) is administered to all GCPS students in grades 2 and 5. Remote learning has made administering this standardized test a challenge this year. ***Thank you for your patience!*** After ongoing conversation with the testing vendor, we have adapted our plans to best fit the unique needs of our students and our community.

We will administer the CogAT to all virtual 2nd and 5th grade students during their regularly scheduled class time the week of February 1-5, 2021. Students will take the test at home, which should make the experience more comfortable for them, and their teacher will be available virtually to assist with any issues along the way.

Children should be encouraged to do their best on the test; however, they should not feel pressured or stressed. This is not a test for which students can prepare, and there is no “passing” or “failing” the CogAT. We simply ask that you help your child by promoting healthy sleeping and eating habits and by providing him/her with an encouraging word and a quiet location to test each morning!

CogAT scores help teachers and administrators measure both how students learn and how well their learning abilities have developed. The test tells us about students’ problem-solving skills and reasoning ability. These scores are reviewed as one piece of the gifted identification process, and CogAT results are also used, along with other information, to help educators make a variety of decisions about how to better serve students. For instance, CogAT scores help fifth grade teachers and school counselors make course placement recommendations for students headed to Goochland Middle School.

To ensure test integrity, GCPS has selected GoogleMeet as the platform to monitor students while they are taking their CogAT. Your child’s teacher will use the built-in camera and microphone of students’ iPads to monitor the students’ progress while taking this assessment. Students are asked to leave their microphones on during the test, but to turn their volume down so that noises from other classmates’ homes do not disturb them.

To be effective, remote testing requires that we adhere to strict confidentiality and privacy obligations with respect to student data. If a student has a question during the test, he or she can place that question in the chat or ask the teacher for a breakout room link where they can talk directly.

Remote testing also requires that adult supervisors and students adhere to a strict code of conduct. Prior to student testing, we ask that you please read and sign the agreement on the back of this letter.

CogAT results will be reported to parents before the end of the school year. If you have questions about CogAT testing, please contact your child’s teacher or school counselor.

Sincerely,

Christin East, M. Ed.
Principal, Distance Learning
ceast@gld.k12.va.us
804-556-5642

Parent/Guardian Testing Agreement

As your child's adult supervisor during the test, you are responsible for ensuring the following:

- A **quiet and distraction-free testing environment** for your student. Remove all text books, calculators, mobile devices, and other educational materials.
- Tests are only to be **taken by the assigned student**.
- Students are **not to receive assistance** on tests from any individual or resource (textbook, internet site, cell phone texting, etc.) while testing.

The test content provided to your student must be treated as secure and confidential.

- We ask that **only the student have visual access** to the assessment given.
- Photographs, photocopies, screen captures, verbal discussions, written comments, or other reproduction of any portion of the assessment are **NOT permitted** – before, during or after testing. These activities are considered a **breach of copyright** and will be treated as such.

Students may be required to retake a test if there are concerns and/or indicators including, but not limited to:

- The student **did not spend adequate time** to perform the assigned task.
- The student **did not follow recommended procedures**.
- The student **may have been assisted** during the assessment in a manner that was not specifically permitted.
- The results **may not have been the student's own work**.

Please note: The determination of whether a student needs to retake a test is at the sole discretion of the teacher and/or school administration.

Confirmation of Agreement

My signature below confirms that:

- I am the parent or legal guardian of the student.
- I have fully read, understand, and agree to abide by the test security and testing practices found online in the Riverside Insights [Test Disclosure Policy](https://www.riversideinsights.com/support/policies) at [riversideinsights.com/support/policies](https://www.riversideinsights.com/support/policies) and understand that they apply to my student and to myself.
- I understand and agree to follow all policies and procedures specified for this assessment.
- I further acknowledge that my signature, verbal consent, or electronic signature is legally binding.

Student Name (Please print): _____

Parent/Guardian Name (Please print): _____

Signed: _____ Date: _____

(Please email signed forms to your child's teacher.)