



guest school will have the keys to open their locked boxes.

In late May, a shipment of the Earth Science performance test materials and Regents diplomas will be delivered to schools in cardboard cartons and/or padded mailers. The Department does not provide printed copies of the following nonsecure materials, which will be available on the Department's website. Schools must print sufficient copies to adequately supply each student.

1. Regular edition reference tables for Physical Setting/Earth Science, Physical Setting/Chemistry, and Physical Setting/Physics, and the translated editions of the reference tables for Physical Setting/Earth Science. The reference tables can be found on the Department's website. Note that the Department provides schools with the braille and large-type editions of the reference tables.
2. The essay booklets for the Regents Examinations in English Language Arts, Global History and Geography II, and U.S. History and Government. All essay booklets can be found on the Department's website.

The following materials must be printed by the school and supplied to all school personnel involved in the administration and scoring of Regents Examinations:

1. Directions for Administering Regents Examinations. These materials can be found on the Department's website.

NOTE: The Regents Examination in United States History and Government (Framework) was canceled on May 24, 2022. More information is available at: <http://www.nysed.gov/state-assessment/high-school-regents-examinations>

- An English teacher who is a student's homeroom teacher but is not the student's current year English teacher may score that student's answer paper for the Regents Examination in English Language Arts.
- A mathematics teacher who taught a student algebra the year before but is not currently instructing a student in the coursework in geometry may score the student's answer paper for the Regents Examination in Geometry.

The principal is responsible for making the final determination as to whether or not a teacher may score specific students' examination papers based on this scoring policy. A principal may establish rules that are more prohibitive than the illustrations above suggest.

The general administration procedures for secondary-level examinations are provided in the School Administrator's Manual. Specific directions for administering regular and restricted examinations are available on the Department website. These materials must be distributed to teachers before the examination date in order to give them time to become familiar with the instructions.

Schools must print sufficient copies of the nonrestricted scoring materials to supply one to each rater.

All scoring keys and rating guides posted on the Department's website will be password protected (see page 1 of 8).

The same scoring materials are provided to score the regular English editions, the alternative language editions, and the braille editions for all Regents Examinations, except for the braille editions of Living Environment, Physical Setting/Earth Science, and Physical Setting/Physics.

PROCEDURES FOR STUDENTS RETAKING THE REGENTS EXAMINATION IN EARTH SCIENCE

All students taking the June 2022 Regents Examination in Physical Setting/Earth Science must take the performance test even if they have taken it in conjunction with a prior administration of the written examination. Only the performance test score earned by the student in the weeks immediately preceding the June 2022 written examination may be used to determine the student's final examination score for this Regents Examination.

Consequently, all schools planning to administer the Regents Examination in Physical Setting/Earth Science must make arrangements for all students who will be taking the written examination to take the performance test as well. The performance test must be administered during the last two weeks of the Earth Science course and no later than the day before the written examination. This requirement applies both to students enrolled in the course of study and to students who plan only to retake the examination. All schools administering this examination must notify students of the date and time to appear for the performance test.

REPORTING TESTING MISCONDUCT AND IRREGULARITIES TO THE DEPARTMENT

The principal is responsible for all aspects of the school's administration of State examinations and must take appropriate measures both to prevent, as much as possible, and to investigate all irregularities associated with the administration and scoring of these examinations.

Reporting Testing Misconduct and Other Testing Irregularities

The principal must report the following misconduct by students and testing irregularities in writing to the school

- All instances in which scorers do not rate State examinations in accordance with the scoring materials provided by the Department.
- All cases in which student answer papers are lost prior to the recording of the scores in students' permanent records.

Mandate Reporting (Reference: 20.28.70.681 12.12 re W n BT /CS0 cs 0 scn /TT0ob2 T

- Bilingual Dictionaries and Glossaries: ELLs may use bilingual dictionaries and glossaries when taking State examinations. The bilingual dictionaries and glossaries may provide **only** direct translations of words. Bilingual dictionaries or glossaries that provide definitions or explanations are **not** permitted.
- Simultaneous Use of English and Alternative Language Editions: For those Regents Examinations

