



POTTSTOWN SCHOOL DISTRICT

www.pottstownschoools.org

POTTSTOWN HIGH SCHOOL • 750 N. Washington Street • Pottstown PA 19464 • (610)970-6700 • FAX (610)970-1363

Our Mission: Prepare each student, by name, for success at every level.

12/22/2016

Dear Parent/Guardian:

As the Keystone Exams draw near, it is important to be aware of the rules that are in place regarding technology and test taking. In an era of cell phones, smart phones and other electronic devices which can easily photograph and instantly share photographs, confidential and secure test material can be easily compromised. Copying or duplicating the material from the assessment, including the taking of a photograph, is a violation of the federal Copyright Act. Penalties for violations of the Copyright Act may include the cost of replacing the compromised test item(s) or fines of no less than **\$750** up to **\$30,000** for a single violation. 17 U.S.C. 101 et seq.

In order to ensure reliable test results and to avoid the cost of replacing test items, the Department of Education requires schools to set rules and take certain steps to protect test material. One step or rule required in all schools is that electronic devices are not permitted at test sites. Electronic devices include cell phones, smartphones, E-readers, Nooks, Kindles, iPods, tablets, camera-ready devices, and any other electronic devices which can be used to photograph or duplicate test materials, access the internet and/or communicate with others during the administration of the Keystone Exam. Please speak with your child and let him or her know that the possession and/or use of a cell phone or other electronic device during the administration of the Keystone Exam will result in certain consequences.

If a student is discovered using and/or having a cell phone or other electronic device in his or her possession during the administration of the Keystone Exams, you will be contacted by the school. Students that ignore this directive will be subject to the school's discipline policy and the Department of Education's requirement that the student's test will not be scored and the student will be required to retake the entire exam. In addition, the electronic device will be held by school staff and the device's stored photographs will be searched. School staff will also ask for permission to search other functions of the electronic device.

If, after testing is completed and test materials have been returned, it is discovered that a student used and/or had a cell phone or other electronic device in his or her possession during the administration of the test, the school's discipline policy will be followed and the student's scores will be invalidated.

Sincerely,

Danielle McCoy
Pottstown High School Principal