2019-2020 Testing Information and Application

Augusta CSRA HEA 2020 Testing will be held at
New Hope Worship Center
715 S. Old Belair Road
Grovetown, GA  30813

**NOTE NEW LOCATION**

April 20-22  Grades 1-8  8:45am-12pm
April 20-21  Grades 9-12  8:45am-12pm

***Testing Application Deadline is March 13, 2020

Hello homeschool families,

Planning for testing is underway. Please make note of the above dates, times, location, and application deadline. It is very important that every effort be made to turn in your application ON TIME. The earlier, the better. We must plan out the space and order materials for the number of students that apply, and these things take time. Don’t delay!

Students in grades 1-8 must attend each of the three days, and will be tested for the entire 3 hours except for a short recess. The same applies to grades 9-12 for two days.

The test we will be using is the Stanford, 10th Edition. Unfortunately we cannot do test administration for special needs children because we do not have adequate accommodations. If testing with CSRA HEA does not work out for your family, the Iowa or Stanford tests can be ordered through Bob Jones University and can be administered by anyone with a college degree. There are also other options offered by homeschool co-ops/groups in the CSRA.

The testing job schedule will be sent out in a CSRA HEA email before testing week, and you are responsible for checking to see what your job will be during testing and being there as assigned. If you do not fulfill your job assignment your tests will not be scored. If you cannot do your job on the day assigned, you will need to call someone else on the list to arrange a switch, and then CONFIRM THIS WITH THE COORDINATOR. Please use a rating system of 1, 2, 3 to indicate your job preferences. This job assignment is for testing only and is not the same as your CSRA HEA service. This means, even if you paid the extra fee not to volunteer for service in the CSRA HEA, you will be called on to serve for testing.

Child care will be provided for workers with children ages 0-5, if needed, on the parent’s assigned workday.

Testing results are usually sent back in the middle of June, but can take much longer. The delivery date of the testing results is completely dependent on the scoring company. Please keep in mind that if you move or change your email address, it is your responsibility to update that information with the testing coordinators.
Our desire is to serve you, but there is a great deal of work involved in running such a large program. We try to put all the information out via e-mail announcements, so please look there first. If there is something you cannot find there, then please use e-mail if possible. Our testing contact e-mail address is: the.baumgartens@gmail.com. Remember to get your applications in early. We work on a first come, first served basis for both testing space and job assignments.

*Applicants to Augusta University must have a recent achievement test – the college SAT (Scholastic Assessment Test) is not enough because it does not cover Science and Social Studies.

* If you have a “Safe Haven” certification for childcare, please note this on your application. We may need nursery workers with this certification.

* If you are a nurse or have medical training, please indicate this on your application. This information is helpful in case of emergencies.

For students on each day of testing:

<table>
<thead>
<tr>
<th>What Not To Bring**</th>
<th>What To Bring</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Cell Phones</strong></td>
<td>2 - sharpened number 2 pencils</td>
</tr>
<tr>
<td>Electronic games, devices or music players such as iPods/MP3 player</td>
<td>Snack</td>
</tr>
<tr>
<td>Calculator</td>
<td>A book to read if your student finishes early</td>
</tr>
<tr>
<td></td>
<td>Extra paper for drawing</td>
</tr>
</tbody>
</table>

**Note**: Items in the “What Not To Bring” column will be taken by the teacher or the teacher’s helper and given back only to a parent. These items are a temptation to cheat and/or distraction to other testing students. Therefore we ask parents to make sure these items are not brought to the testing site.

**Testing Application Deadline is March 13, 2020**

Registrations are non-refundable except in the case of an emergency.
Testing Job Descriptions

Set-up -- You will need to meet at the church on Sunday afternoon (TBA). We need husbands too, as some moving of tables will be necessary. The more help we have, the sooner we will finish. We will be arranging the rooms, putting dividers on the tables, and taping them down to anchor them to each other and to the tables. With a good group there, it should not take long. Older kids are welcome to help also.

Teacher helpers -- Meet your teacher in his/her room on your morning to work. You will be walking around (no sitting down) the room to make sure students are on task and they are doing their own work. You will also escort the entire class to and from breaks on the playground, and escort the class (minus any students needing more time to complete tests; they will be escorted by the teacher to the testing administration office) to the playground at the end of the day for dismissal. You do not have to remain with the class during pick up nor during the break. Please do not leave the testing site during your break.

Child Care for workers’ children -- Be at the church nursery by 8:30am and leave when all children have been picked up. It is your responsibility to care for the needs of our precious infants and toddlers (ages 0-5). Diapers, food, drinks, and any special needs for these children will be provided by the parents. Please do not bring your own food (some children may have allergies).

Playground workers -- In the mornings, you will help direct students to their classes. Afterwards, report to the playground. It is your job to take personal responsibility for each child. Please make sure all students stay in the playground area during breaks. Please refrain from using cell phones when children are present. In addition, please refrain from congregating with other playground workers or parents – the children are under your supervision. You may want to bring a lawn chair to sit on, as there is no seating in the play area. You will be responsible for watching the children during the breaks and then also at the end of the testing until all the children are picked up. Feel free to bring an umbrella for shade if you want. Classes will take their breaks at different times.

Clean-up - This is on Wednesday after testing is finished. You will report to a Clean-up Coordinator at 11:30. Since we are at a new location, some of these details may change as we learn the layout of the building and how the custodial work is managed. There are many areas that can be cleaned quietly while the children are still testing and that will mean we can all leave sooner. Please bring a bucket with some cleaning items (we will have bathrooms to clean, as well as tables to wipe off) and your vacuum cleaner, as we have to vacuum all the rooms. As the classes dismiss, those rooms may be cleaned and the dividers taken down to be brought to the designated area. Everything must be done quietly, with no talking, as long as other children are testing. (No vacuums until everyone is finished, of course.) If you have older children who are willing to help wipe off tables and/or carry dividers/tables, this will make things go even faster.

If you have any questions regarding the above responsibilities, please e-mail us at the.baumgartens@gmail.com
2019-2020 CSRA HEA Testing Application

***Deadline: March 13, 2020 • Complete all 10 sections

1. Please check ALL testing sessions for which you are applying:
   □ Grades 1-8 April 20-22
   □ Grades 9-12 April 20-21

2. Names of Children Needing Child Care
   For children 0-5 who would need child care on the day(s) you are assigned
   Age

3. Family Information (Please PRINT Clearly)
   Parent/Guardian Name ________________________________
   Street Address ____________________________ Apt. __________
   City ____________________________ State __________ Zip Code __________
   Home Ph. # ____________________________ Cell Ph. # ____________________________
   Email ________________________________
   ★ This is my first time testing with the CSRA HEA (circle one) YES NO
   † I am a nurse or have medical training. (circle one) YES NO

4. Names of Children Testing

   Birthday
   Mo/Day/Yr
   Grade

5. Does your child have a food or drug allergy, medical condition? YES** NO
   ** If yes, please use the back of this application to explain the allergy or medical condition for each child.

6. Is your child enrolled in any public school program (i.e. GA Cyber Academy or other)? YES NO

7. Job assignment: Mark your preference in order 1, 2, 3 (we try but cannot guarantee them). If you do not indicate your 3 preferences, we will choose your job for you. In order to participate in testing, one parent from each family must be willing to help on one testing day. The work schedule will be sent out in an email prior to the testing dates. You are responsible to check for your assignment and be there on your assigned day to fulfill your job as indicated under the job description or your family’s tests will not be scored. If you need to change your job or have another CSRA HEA member take your place, please contact Deborah Baumgarten (the.baumgartens@gmail.com) and make her aware of the change.
   _____ Wherever needed
   _____ Set-up (this will take an hour or less)
   _____ Playground supervision
   _____ Child care for workers’ children
   Men especially needed
   _____ Clean-up (after testing on Wednesday- about 1 hr)
   _____ Teacher’s helper
   _____ Available entire week
   _____ Teacher (must be available for 3 or 2 days): please fill out Teacher Application INSTEAD

8. The Cost: Testing is $25 per child or the maximum is $75 for a single family. The results will be mailed to you in June when we receive them back after scoring. Please make your check payable to CSRA HEA.

9. Your signature below attests that you have read all four pages of this testing application and you understand and will fulfill your job as related in the description on the second page of this application.

   ____________________________ ____________________________
   Signature Date

*Registrations are non-refundable except in the case of an emergency.