



## Daphne Middle School

1 Jody Davis Circle  
Daphne, AL 36526  
Office: (251) 626-2845

**Nigia Bolton**  
Assistant Principal

**Kerry Edwards**  
Principal

**Beverly Floyd**  
Assistant Principal

Parents,

Students will be participating in the ACAP Summative Assessment during the following window:

- Regular Testing Window March 20th - March 24th
- Special Education/504/ELL Accommodated Testing March 20th - April 13th
- Make-up Testing Dates March 24th and April 14th - April 21st

It is very important that students attend school every day and arrive on time during the testing window. Participating in all portions of the ACAP Assessment is also one of the criteria for being eligible to exempt semester exams at the end of the year.

It is also very important that students arrive at school with their computers fully charged and that they have their chargers with them for testing. If a charger has been damaged or lost, students will need to purchase a replacement charger from the Help Desk at school for \$20. There will not be any extra chargers to loan out during testing.

During ACAP testing, the school must follow the digital device policy provided by the Alabama State Department of Education. The digital device policy is listed below.

### **Alabama State Department of Education Digital Device Policy for ACAP Testing**

Students shall **not possess** or use any digital device within the testing room when they are participating in ACAP testing. The possession of a digital device by students participating in ACAP testing is strictly prohibited during the administration of a test. The only exception to this policy is for students who have been pre-approved by the Building Test Coordinator or the Principal to have a digital device that is necessary for the health and/or well-being of the student.

If students are in possession of a digital device that is within their reach during the administration of an ACAP test, the device will be confiscated and, if the appropriate administrator determines that there is reasonable suspicion that the device was used to capture, record, or share test information or to facilitate cheating on the test, it may be subject to search pursuant to LEA policy for any information directly related to the ACAP test being administered. Additionally, the student will be dismissed from testing immediately and the test may be invalidated in accordance with ACAP policy. Violations may result in disciplinary action by the LEA in accordance with the LEA's disciplinary policy.

For the purpose of this policy, digital devices are defined to include anything that can capture, store, relay, or receive electronic information. This includes, but is not limited to, the following: laptops (not used for testing purposes), smart phones, smart watches, fitness trackers, MP3 players, tablets, and bluetooth headphones.

During ACAP testing, students will be instructed to power off all digital devices and place devices in their backpacks which will be stored in the hallway during testing.

Sincerely,

Kerry Edwards  
Principal Daphne Middle School