

Oneida • Herkimer • Madison

BOCES

World Languages Examinations

Thank you for choosing to administer our World Languages Checkpoint Examination(s) at your school district. Please be reminded that Oneida-Herkimer-Madison BOCES now allows local school districts to select their own date and time for administration of checkpoint exams provided that: 1) the administration occurs on a normal regents day (early June testing dates are excluded), 2) Checkpoint A exams are administered at the same time, and 3) Checkpoint B exams are administered at the same time. ¹

Level	Date	Time
Checkpoint A	June 14-25	Decided locally
Checkpoint B		

As a) the nature of our examination's administration is segmented and b) materials associated with the examination are available as a hybrid of print and online resources, please refer to the appropriate checklist(s) to help organize and prepare for the administration and scoring of OHM BOCES' Checkpoint Examinations.

Checklists by Level and Language		
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Checkpoint A	Chinese, French, Italian, and Spanish	4
Checkpoint B	American Sign Language	5
Checkpoint B	Chinese, French, Italian, and Spanish	6

The administration and scoring of our examinations must be performed in accordance with the Terms of Administration, manuals, rubrics, and score sheets published by Oneida-Herkimer-Madison BOCES.

Previously developed procedures for administering and scoring of examinations that were disseminated from New York State, Oneida-Herkimer-Madison BOCES, or any other organizations do *not* apply to the current Oneida-Herkimer-Madison BOCES checkpoint examinations.

Should you have any questions about the administration or scoring of examinations, please feel free to reach out to our World Languages Team via the [OHM eLearning Web Help Desk](#) found on our website or via phone at (315) 793-8608. While we will happily provide advice on the scoring of our examinations at any time, no changes to scoring will be made after 4:00 pm on June 25.

We wish the best of luck to you and your students on our exams!

Sincerely,

World Languages Team



¹ Individual students who have recommended or required accommodations listed in their IEP or 504 plan may implement those same accommodations on the Oneida-Herkimer-Madison BOCES examinations exactly the same as they would for regents examinations.

ACCESS TO SCORING KEYS

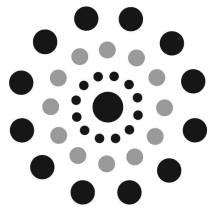
- 1. Scoring Keys are ONLY available online**
- 2. Scoring Keys can ONLY be accessed by the person who ordered examinations for your school.**

They can be found in the *World Languages Exam Information* course on the online Buzz Learning Management System. Only the person who ordered the exams, or an administrator confirmed by OHM BOCES, can access the Scoring Keys.

Please refer to the email message that you received from worldlanguages@oneida-boces.org with the subject *Access to Buzz for Checkpoint Exam Resources* for instructions to access and log into Buzz.

Scoring Keys will be released on June 14, 2024 at the following times:

- Checkpoint A - 12:00 pm
- Checkpoint B - 12:00 pm



Checklist for Checkpoint A Examinations

American Sign Language ♦ June 2024

Materials needed to administer and score Parts 1 and 2:

- [Manual for Administering and Scoring Part 1: Conversation/Roleplay](#) - also available on Buzz
 - **Conversation/Roleplay Scenarios:**
 - Digital version - *ONLY available on Buzz*
 - Printed cards (optional) - *delivered to your school starting in March*
 - **Teacher Instruction Sheet for Part 1** (Appendix A) - *available on Buzz*
 - **Student Score Report for Part 1** (Appendix B) - *also available on Buzz*
 - **Section Score Report for Part 1 and 2** (Appendix C) - *also available on Buzz*
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- [Manual for Administering and Scoring Part 2: Expressive Observation](#) - also available on Buzz
 - **ASL Expressive Observations**
 - Digital version - *ONLY available on Buzz*
 - Printed cards (optional) - *delivered to your school starting in March*
 - **Teacher Instruction Sheet for Part 2** (Appendix A) - *available on Buzz*
 - **Student Score Report for Part 2** (Appendix B) - *also available on Buzz*
 - **Section Score Report for Part 1 and 2** (Appendix C) - *also available on Buzz*
- Use the same Section Score Report that was used for Part 1.**

Materials needed to administer Parts 3-5:

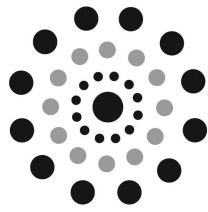
- **Teacher Examination Booklet** - *Delivered to your school along with examinations in May/June.* This document should only be made available to examination readers 30-60 minutes prior to the examination. Examination readers should familiarize themselves with the directions, passages, and ASL gloss. Signers will use this document to administer the examination to students.
OR
- **Video Recordings of the Passages included in the Teacher Examination Booklet** - *ONLY available in Buzz for school administrators. May be used in place of an in-person signer. Available starting at 7:00 am on June 14.*
- **Student Examination Booklet** - *delivered to your school*
- **Student Answer Sheet** - *delivered to your school*

Materials needed to score Parts 3-5:

- **Scoring Key** - *ONLY available on Buzz for school administrators*
 - **Release time: 12:00 pm on June 14**
 - **Final Score Report** (Appendix D) - *also available on Buzz*
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- **Released Examinations from 2024-present** - *ONLY available on Buzz*
 - New examinations will be released after they are administered
 - Released examinations are *only* available as Computer Based Assessments in Buzz
 - Contact Greg Smith (gsmith@oneida-boces.org) for information about how you can administer these assessments, in whole or in part, to your students via the Buzz LMS.

Visit our website to learn more about our World Language Examinations at www.oneida-boces.org/worldlanguages. Call 315.793.8608 for assistance.



Checklist for Checkpoint A Examinations

Chinese, French, Italian and Spanish ♦ June 2024

Materials needed to administer and score Part 1:

- [Manual for Administering and Scoring Part 1: Conversation/Roleplay](#) - also available on Buzz.
- **Conversation/Roleplay Tasks** - *These are secure documents in perpetuity. They may be used for practice after the examination period has ended if used under the supervision of a teacher.*
 - Digital version - *ONLY available on Buzz*
 - Printed Conversation/Roleplay Task cards (optional) - *delivered to your school starting in March*
- [Student Score Report](#) - also available on Buzz
- [Section Score Report](#) - also available on Buzz

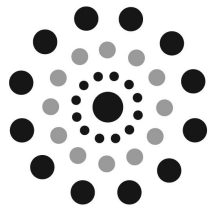
Materials needed to administer Parts 2-4:

- [Manual for Administering and Scoring Part 4: Writing](#) - also available on Buzz
- **Teacher Examination Booklet(s)** - *Delivered to your school along with examinations in May/June. This document should only be made available to examination readers 30-60 minutes prior to the examination. Examination readers should familiarize themselves with the directions and passages. Examination readers use this document to administer the examination to students.*
- **Audio Recordings of the Passages included in the Teacher Examination Booklet** - *ONLY available in Buzz. May be used in place of an in-person reader. Available starting at 7:00 am on June 20.*
- **Student Examination Booklet(s)** - *delivered to your school in May/June*
- **Student Answer Sheet(s)** - *delivered to your school in May/June*
- **Student Answer Booklet(s)** - *delivered to your school in May/June*

Materials needed to score Parts 2-4:

- [Manual for Administering and Scoring Part 4: Writing](#) - also available on Buzz
- [Rubric and Score Sheet for Part 4: Writing](#) - also available on Buzz
- **Scoring Key** - *ONLY available on Buzz*
 - **Release time: 12:00 pm on June 14**
- [Final Score Report](#) - also available on Buzz

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- **Released Examinations from 2016-present** - *ONLY available on Buzz*
 - New examinations will be released after they are administered
 - Released examinations are *only* available as Computer Based Assessments in Buzz
 - Contact Greg Smith (gsmith@oneida-boces.org) for information about how you can administer these assessments, in whole or in part, to your students via the Buzz LMS.



Checklist for Checkpoint B Examinations

American Sign Language ♦ June 2024

Materials needed to administer and score Parts 1 and 2

- [Manual for Administering and Scoring Parts 1 and 2](#) - also available on Buzz
- **Conversation/Roleplays:**
 - Digital version - *ONLY available on Buzz*
 - Printed cards (optional) - *delivered to your school starting in March*
- [Teacher Instruction Sheet for Parts 1 and 2](#) - available on Buzz
- [Student Score Report for Part 1](#) (Appendix A) - also available on Buzz
- **ASL Expressive Tasks**
 - Digital version - *ONLY available on Buzz*
 - Printed cards (optional) - *delivered to your school starting in March*
- [Student Score Report for Part 2](#) (Appendix B) - also available on Buzz
- [Rubric for Part 2](#) (Appendix C) - also available on Buzz
- [Part 1 and 2 Section Score Reporting Sheet](#) (Appendix D) - also available on Buzz

Materials needed to administer Parts 3-4:

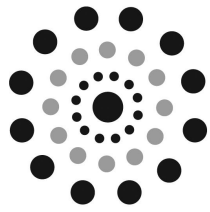
- [Manual for Administering and Scoring Part 3 and 4](#) - also available on Buzz
- **Teacher Examination Booklet** - *Delivered to your school along with examinations in May/June.* This document should only be made available to examination readers 30-60 minutes prior to the examination. Examination readers should familiarize themselves with the directions, passages, and ASL gloss. Signers will use this document to administer the examination to students.
OR
- **Video Recordings of the Passages included in the Teacher Examination Booklet** - *ONLY available in Buzz.* May be used in place of an in-person signer. Available starting at 11:00 am on June 20.
- **Student Examination Booklet** - *delivered to your school*
- **Student Answer Booklet** - *delivered to your school*
- **Part 4C: Student Sign-in Sheet** - *delivered to your school*

Materials needed to score Parts 3-4:

- [Manual for Administering and Scoring Part 3 and 4](#) - also available on Buzz
- **Part 4B Rubric** (Appendix A) - also available on Buzz
- **Part 4C Rubric** (Appendix B) - also available on Buzz
- **Scoring Key** - *ONLY available on Buzz*
 - **Release time: 12:00 pm on June 14**
- [Final Score Report](#) - also available on Buzz

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- **Released Examinations from 2018-present** - *ONLY available on Buzz*
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Checklist for Checkpoint B Examinations

Chinese, French, Italian, and Spanish ♦ June 2024

Materials needed to administer and score Part 1: Conversation/Roleplay:

- [Manual for Administering and Scoring Part 1: Conversation/Roleplay](#) - also available on Buzz. The requirements for scoring Part 1: Conversation/Roleplay were last revised effective June 2020. Please read our manual carefully to ensure that student conversations/roleplays are scored properly.
- **Conversation/Roleplay Tasks** - *These are secure documents in perpetuity. They may be used for practice after the examination period has ended if used under the supervision of a teacher.*
 - Digital version - *ONLY available on Buzz*
 - Printed Conversation/Roleplay Task cards (optional) - *delivered to your school starting in March*
- [Student Score Report](#) - also available on Buzz
- [Section Score Report](#) - also available on Buzz

Materials needed to administer Parts 2-4:

- [Manual for Administering and Scoring Part 4: Writing](#) - also available on Buzz
- **Teacher Examination Booklet(s)** - *Delivered to your school along with examinations in May/June. This document should only be made available to examination readers 30-60 minutes prior to the examination. Examination readers should familiarize themselves with the directions and passages. Examination readers use this document to administer the examination to students.*

OR

- **Audio Recordings of the Passages included in the Teacher Examination Booklet** - *ONLY available in Buzz. May be used in place of an in-person reader. Available starting at 11:00 am on June 20.*
- **Student Examination Booklet(s)** - *delivered to your school in May/June*
- **Student Answer Sheet(s)** - *delivered to your school in May/June*
- **Student Answer Booklet(s)** - *delivered to your school in May/June*

Materials needed to score Parts 2-4:

- [Manual for Administering and Scoring Part 4: Writing](#) - also available on Buzz
- [Rubric and Score Sheet for Part 4: Writing](#) - also available on Buzz
- **Scoring Key** - *ONLY available on Buzz*
 - **Release time: 12:00 pm on June 14**
- [Final Score Reporting Sheet](#) - also available on Buzz

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