

## **SAT PROCTORS AND SUPPORT STAFF NEEDED**

International School will be administering the school day SAT to 11<sup>th</sup> graders Wednesday, March 22. We are looking for parents who can proctor the test and parents who are able to provide school support. Parents of 11<sup>th</sup> graders CANNOT proctor the test or provide support.

Proctoring involves:

- Arriving at 7:45 AM and staying through the end of the test which is likely to end around 1 PM.
- Participating in a short proctor training via the College Board website
- Distributing testing materials on test day
- Reading the directions out loud to the students
- Monitoring the testing room
- Recording testing irregularities
- Collecting testing materials

School support involves:

- Providing proctors breaks
- Directing student traffic during passing periods
- Reminding students to remain silent during passing periods

Read more about College Board proctoring agreements here:

<https://satsuite.collegeboard.org/media/pdf/sat-school-day-testing-staff-agreement.pdf>

If you are interested in supporting our students with the school day SAT, please contact Traci Sullivan: [sullivant@bsd405.org](mailto:sullivant@bsd405.org)