

Uniform Assessment Calendar FAQ

[Section 1008.22\(7\)\(b\), F.S.](#), requires the department to publish uniform calendars by January 1 of each year, and the calendars published must include statewide assessment schedule information for the next two years. Each school district is then required to populate the calendar for the following year with district assessment information. [Rule 6A-1.094224, F.A.C.](#) was approved by the State Board of Education on June 22, 2016, and established the guidelines and template to be used for this requirement.

The Department posts pre-populated calendars on the [Assessment Schedules](#) page. Districts must then enter their district's assessment information, have it approved by their Board of Education, and email the approved district Uniform Assessment Calendar to the Department and publish it on their district website by October 1 each year, as required by statute.

What is the district required to provide in each section of the uniform assessment calendar?

The district is not required to add any additional information to Sections 1 or 2, though they may add additional lines for district-specific information if they choose.

In Section 3, the district must add a district testing window for each assessment, with the exception of ACT/CLT/SAT, in which they should only complete the row for the assessment they have chosen to administer in their district. No other cells should be altered.

In Section 4, the district should add district testing windows for each assessment, with the exception of PreACT and PSAT/NMSQT, for which they should only complete the row for the assessment they have chosen to administer in their district. No other cells should be altered.

In Section 5, the district should provide information in each column for all assessments required by the district.

In Section 6, the district must complete all cells in the district assessments columns (and sub-column) and the approximate total testing time columns.

Which assessments should be included in Section 5, District-Required Assessment Information?

It is at the discretion of each district to determine which assessments should be included in this section. In general, any assessment that is required of all students or all students in a specific grade/course should be included.

If the district would like to include assessments that are only administered to a small percentage of students, they may do so and then shade that row gray (as with the Florida Alternate Assessments in Section 3), to indicate that the assessment will not be included in the Section 6, Estimates of Total Testing Time by Grade Level. The district may also add footnotes to Section 5 to provide clarifying information similar to the footnotes added to Sections 3 and 4 by the Department.

If there are changes to the Department's pre-populated uniform assessment calendar after a district's school board has approved the district calendar, is the district required to resubmit a revised calendar to their school board for re-approval?

No. A district may resubmit a revised calendar at their discretion.

How are the testing times for statewide assessments calculated for Section 6?

Statewide assessment testing times are calculated in accordance with the table below. Subject-based assessments are calculated with the grade level to which they are most likely to be administered. If those assessments are administered in a different grade in a district, that district may include a footnote noting the difference but may not adjust the testing time indicated by the Department.

| Assessment | VPK | K | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 |
|----------------------|--------------|---------------|---------------|----------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|
| FAST VPK PM1 | 10–20 | | | | | | | | | | | | | |
| FAST VPK PM2 | 10–20 | | | | | | | | | | | | | |
| FAST VPK PM3 | 10–20 | | | | | | | | | | | | | |
| FAST ELA Reading PM1 | | 10–20 | 10–20 | 15–20 | 90 | 90 | 90 | 90 | 90 | 90 | 90 | 90 | | |
| FAST ELA Reading PM2 | | 10–20 | 10–20 | 15–20 | 90 | 90 | 90 | 90 | 90 | 90 | 90 | 90 | | |
| FAST ELA Reading PM3 | | 10–20 | 15–20 | 15–20 | 120 | 120 | 120 | 120 | 120 | 120 | 120 | 120 | | |
| FAST Mathematics PM1 | | 20–30 | 20–30 | 20–30 | 80 | 80 | 80 | 100 | 100 | 100 | | | | |
| FAST Mathematics PM2 | | 20–30 | 20–30 | 20–30 | 80 | 80 | 80 | 100 | 100 | 100 | | | | |
| FAST Mathematics PM3 | | 20–30 | 20–30 | 20–30 | 100 | 100 | 100 | 120 | 120 | 120 | | | | |
| B.E.S.T. Writing | | | | | | 120 | 120 | 120 | 120 | 120 | 120 | 120 | | |
| B.E.S.T. Algebra 1 | | | | | | | | | | | 160 | | | |
| B.E.S.T. Geometry | | | | | | | | | | | | 160 | | |
| Biology 1 | | | | | | | | | | | 160 | | | |
| U.S. History | | | | | | | | | | | | | 160 | |
| Civics | | | | | | | | | 160 | | | | | |
| Science | | | | | | | 160 | | | 160 | | | | |
| FCLE | | | | | | | | | | | | | | 160 |
| Total | | | | | 560 | 680 | 840 | 740 | 900 | 900 | 740 | 580 | 160 | 160 |
| Range (K–5) | 30–60 | 90–150 | 95–150 | 105–150 | | | | | | | | | | |
| Median (K–5) | 45 | 120 | 122.5 | 127.5 | | | | | | | | | | |

When calculating total testing time for grades that have a range of minutes (such as VPK through grade 2), districts should use the median number of minutes.

How is the percent net instructional time for VPK through grade 5 statewide assessments calculated for Section 6?

The percent net instructional time is based on 43,200 instructional minutes per school year for VPK through grade 3 and on 54,000 instructional minutes per school year for grades 4 through 5, per s. [1011.61](#), F.S. For VPK through grade 2, because the total testing time is a range of minutes, the medium number of minutes is used to calculate the percent net instructional time. Percent net instructional time is rounded to two decimal places.

Districts should follow these same practices when calculating their district’s percent net instructional times. While some districts may have a different number of instructional minutes per school year than that indicated above, they should use the same numbers used for state calculations to ensure that total testing times are comparable across districts. If deemed necessary, the district may include a footnote indicating the difference.

What should be included in the testing time for district assessments if the district does not require any assessments at that grade level?

If no district-level assessments are required at a given grade level, the district should include a zero in all applicable cells.

How should districts submit their uniform assessments calendar?

Once the district school board has approved the uniform assessment calendar, each district should submit a PDF copy of their approved uniform assessment calendar, as well as a link to where the calendar is posted on their district website, to Assessment@fldoe.org.