

Intradistrict Communication

DATE: Thursday, August 10, 2023

TO: Elementary School Administrators

FROM: Carolyn Gough, Administrator of Teaching and Learning
Ben Jameson, Director of Evaluation, Research and Accountability

SUBJECT: Ordering KEEP Entry & Exit Materials for FDK Teachers

With elementary schools adding full day kindergarten classes, it has become necessary to order more KEEP Entry & Exit testing materials from the state. Materials will include test administration manuals and student materials manuals for both the Entry and Exit assessments. If schools have hired or are planning to hire additional kindergarten teachers for the 2023-24 school year, principals or their designee are encouraged to order more KEEP testing materials.

Please use the [link](#) below to submit orders by **Friday, August 25th**. KEEP testing materials will be delivered via district mail to the recipient indicated on the order form.

Link: [Ordering KEEP Testing Materials](#)

KEEP Entry training is available via a self-paced Canvas course from USBE. The course may be accessed [here](#).

Please contact Ben Jameson in Evaluation, Research & Accountability with any questions or concerns about KEEP testing.