

Administration Instructions for MEPA-R/W Locator Tests (Grades 3–12)

I. Overview of the MEPA-R/W Locator Tests

MEPA-R/W locator tests are available to help test administrators determine which MEPA-R/W sessions to administer to each LEP student in grades 3–12. Locator tests for grade spans 3–4, 5–6, 7–8, and 9–12 may be downloaded and printed from the Department’s website at www.doe.mass.edu/mcas/mepa/testadmin.

As a reminder, the MEPA-R/W tests each consist of three test sessions for grade spans 3–4, 5–6, 7–8, and 9–12. LEP students will each take only **two** adjacent sessions of Reading and **two** adjacent sessions of Writing (either sessions 1 and 2, or sessions 2 and 3). Separate decisions must be made for each student for Reading and Writing, depending on his or her level of English proficiency.

Use of the locator tests is optional but encouraged. Decisions regarding which test sessions to administer to each LEP student will be made based on locator test results, **together with** the following:

- 2009 MEPA Performance Level Descriptors (posted at www.doe.mass.edu/mcas/mepa)
- the student’s scores on English proficiency assessments used by the district
- the student’s classroom work
- observations by staff working closely with each student, based on the 2009 MEPA Performance Level Descriptors

Note: To make test administration decisions for LEP students in grades 1–2 (fall)/K–2 (spring), test administrators will use the MEPA-R/W locator survey, available at www.doe.mass.edu/mcas/mepa/testadmin.

II. Administering the Locator Test

Locator tests should be administered no more than two months before administering actual MEPA-R/W tests. Each locator test consists of a Reading session and a Writing session and will be scored by the test administrator. The format of each locator test closely resembles the format of actual MEPA-R/W test booklets (test & answer booklets for grade span 3–4). The number of test questions and approximate administration times for each locator test session are shown in the table below. Students should be given as much time as needed to answer all of the questions in a locator test session.

	Format	Administration Time (approximate)
Reading Locator Test	three reading passages; 14 multiple-choice questions	30 minutes
Writing Locator Test	12 multiple-choice questions	15 minutes

To ensure accurate results for the locator tests, **test administrators must not assist students** with reading the test or answering the test questions. Please encourage students to answer as many questions as possible regardless of the level of difficulty of the questions.

Before administering the locator test (see instructions below), please provide instructions to the students to fill in multiple-choice answer circles completely and correctly.

Follow the instructions below to administer the locator test. These instructions must be read in English. The test administrator will need a copy of the locator test, as instructions in the test are read aloud to the students.

1. Distribute the locator test to each student and say:

“Do not open the locator test until I tell you to do so.”

2. When the tests have been distributed, say:

“I have just passed out the MEPA Locator Test. It will help us decide which test sessions you will take for the actual MEPA-R/W test. Your answers to these questions do NOT count for your MEPA score. The locator test has two sessions. The first one is Reading and the second one is Writing. The Reading session has three reading passages and 14 multiple-choice questions (Grade 7-8 has 13). The Writing session has 12 multiple-choice questions.”

3. Then say to the students:

“Please open your booklet to the first page of the Reading session and read the directions. [Read the directions at the top of the page to the students.] Continue to answer questions until you get to the stop sign on the lower right-hand corner of the page. When you have finished answering the questions in the Reading session, please put your pencil down and close your test booklet. You may now begin the Reading session.”

4. When all students have finished the Reading session of the locator test, say:

“This is the end of the Reading session of the locator test. We will now begin the Writing session. Please open your booklet to the first page of the Writing session and read the directions. [Read the directions at the top of the page to the students.] Continue to answer questions until you get to the stop sign on the lower right-hand corner of the page. When you have finished answering the questions in the Writing session, please put your pencil down and close your test booklet. You may now begin the Writing session.”

5. When all students have finished the Writing session of the locator test, say:

“This is the end of the Writing locator test. Please put down your pencils and close your test booklets. I will come around and pick up your test booklets.”

6. After you have collected each student’s locator test, you may dismiss the students.

III. Scoring the Locator Test

Each grade-span locator test has a separate answer key. Use the appropriate **locator test answer key** on the following pages to score each locator test. If the student did not answer a question, mark it as incorrect. On the front cover of each student’s booklet, write the total number of Reading questions and the total number of Writing questions the student answered **correctly**.

IV. Interpreting Locator Test Results

After scoring each test, refer to the recommended participation guidelines below each answer key. Refer to the total number of correct Reading questions and the total number of correct Writing questions for each tested student and compare these totals with the MEPA-R/W test participation guidelines provided immediately following each answer key.

**Locator Test Answer Key for MEPA-R/W
Grade Span 3–4**

Reading		Writing	
Question Number	Correct Answer	Question Number	Correct Answer
1	D	1	B
2	A	2	A
3	B	3	A
4	C	4	A
5	D	5	D
6	D	6	D
7	C	7	C
8	D	8	A
9	B	9	B
10	D	10	D
11	D	11	B
12	B	12	C
13	B		
14	A		

Recommended Participation Guidelines

Reading Test:

- If the student answered **6** or fewer **Reading** locator test questions **correctly**, Sessions 1 & 2 are recommended.
- If the student answered **7** or more **Reading** locator test questions **correctly**, Sessions 2 & 3 are recommended.

Writing Test:

- If the student answered **6** or fewer **Writing** locator test questions **correctly**, Sessions 1 & 2 are recommended.
- If the student answered **7** or more **Writing** locator test questions **correctly**, Sessions 2 & 3 are recommended.

**Locator Test Answer Key for MEPA-R/W
Grade Span 5–6**

Reading		Writing	
Question Number	Correct Answer	Question Number	Correct Answer
1	A	1	B
2	D	2	C
3	C	3	B
4	D	4	A
5	C	5	D
6	D	6	B
7	D	7	A
8	B	8	D
9	B	9	B
10	A	10	D
11	D	11	C
12	D	12	D
13	B		
14	C		

Recommended Participation Guidelines

Reading Test:

- If the student answered **9** or fewer **Reading** locator test questions **correctly**, Sessions 1 & 2 are recommended.
- If the student answered **10** or more **Reading** locator test questions **correctly**, Sessions 2 & 3 are recommended.

Writing Test:

- If the student answered **6** or fewer **Writing** locator test questions **correctly**, Sessions 1 & 2 are recommended.
- If the student answered **7** or more **Writing** locator test questions **correctly**, Sessions 2 & 3 are recommended.

**Locator Test Answer Key for MEPA-R/W
Grade Span 7–8**

Reading		Writing	
Question Number	Correct Answer	Question Number	Correct Answer
1	B	1	C
2	C	2	C
3	C	3	C
4	A	4	B
5	A	5	B
6	C	6	A
7	A	7	A
8	A	8	B
9	B	9	A
10	B	10	C
11	A	11	C
12	A	12	C
13	B		

Recommended Participation Guidelines

Reading Test:

- If the student answered **8** or fewer **Reading** locator test questions **correctly**, Sessions 1 & 2 are recommended.
- If the student answered **9** or more **Reading** locator test questions **correctly**, Sessions 2 & 3 are recommended.

Writing Test:

- If the student answered **6** or fewer **Writing** locator test questions **correctly**, Sessions 1 & 2 are recommended.
- If the student answered **7** or more **Writing** locator test questions **correctly**, Sessions 2 & 3 are recommended.

**Locator Test Answer Key for MEPA-R/W
Grade Span 9–12**

Reading		Writing	
Question Number	Correct Answer	Question Number	Correct Answer
1	D	1	B
2	B	2	C
3	B	3	C
4	A	4	D
5	D	5	D
6	B	6	D
7	A	7	B
8	B	8	A
9	C	9	A
10	C	10	C
11	D	11	C
12	C	12	B
13	A		
14	A		

Recommended Participation Guidelines

Reading Test:

- If the student answered **7** or fewer **Reading** locator test questions **correctly**, Sessions 1 & 2 are recommended.
- If the student answered **8** or more **Reading** locator test questions **correctly**, Sessions 2 & 3 are recommended.

Writing Test:

- If the student answered **7** or fewer **Writing** locator test questions **correctly**, Sessions 1 & 2 are recommended.
- If the student answered **8** or more **Writing** locator test questions **correctly**, Sessions 2 & 3 are recommended.