

## **Spring Testing Staff assignments and Information**

- 1. We will have 7 check-in stations divided by alphabet in the Athletic Hallway.** The proctor and another staff member will be inside the gym directing them to their seats and giving them pencils if needed. They can start pre-bubbling on their own. Proctor will guide pre-bubbling when all are present.
- 2. At the check-in station you will give them their seat ticket assignment, Answer sheet (With label already on it), MiStar demographic profile, and Answer sheet instructions for pre-bubbling.** You will also collect their phones and have them label them with a sticky note. Cell phones will be placed in a box per their alphabet group and will be locked up in the Concession stand room. All backpacks need to be placed in the Aux gym (small gym next to the testing center). Please save any answer sheets that aren't picked up, that will be our attendance and students to participate in the make-up day on the 26th.
- 3. Wednesday [2022 Spring SAT day Schedule \(Main Gym\)](#) check-in stations:**  
**Be posted in the athletic hallway @6:55am please for 7am check-in please.**

**A-B Sabol**

**C-E Bushaw**

**F-H Kellum**

**I-M Quick**

**N-R Taylor**

**S-T Currie**

**U-Z Carlin**

**Tedaldi (Proctor) and Garland** will direct students to pick up a pencil as they enter the gym and direct them to their seats.

**2nd hour staff plus counselors:** Give other staff a break, monitor and attend students' needs.

**Culver  
Kidder  
Flaim  
Said  
Palmer**

**3rd hour staff plus counselors:** Give other staff a break and monitor and attend students ' needs.

**Cross  
Palmer  
Gearns  
Jager  
Kidder**

**4th hour staff plus counselors:** Give other staff a break and monitor and attend students ' needs.

**Flaim  
Brooks  
Bushaw  
Schrecengost  
Carlin**

**5th hour staff plus counselors :** Give other staff a break, monitor and attend students' needs. Help with dismissal and clean-up.

**Said  
Bushaw  
Krumm**

Short  
Carlin  
Johnson

4. **Thursday** [2022 SPRING ACT WORKKEYS schedule](#) check-in stations :  
Be posted in the Athletic hallway @6:55am please for 7am check-in.

A-B Sabol  
C-E Bushaw  
F-H Kellum  
I-M Quick  
N-R Taylor  
S-T Currie  
U-Z Haisma

**Carlin (Proctor) and Mackenzie Rose** will direct students to pick up a pencil as they enter the gym and direct them to their seats.

**2nd hour staff plus counselors:** Give other staff a break and monitor and attend students ' needs.

Flaim  
Buford  
Culver  
Palmer  
Said

**3rd hour staff plus counselors:** Give other staff a break and monitor and attend students ' needs.

Falim  
Bushaw  
Palmer

**Jager**  
**Taylor**

**4th hour staff plus counselors:** Give other staff a break and monitor and attend students ' needs.

**Flaim**  
**Said**  
**Bushaw**  
**Brooks**  
**Schrecengost**  
**Taylor**

**5th hour staff plus counselors:** Give other staff a break and monitor and attend students ' needs. Help with dismissal and clean-up.

**Said**  
**Bushaw**  
**Short**  
**Taylor**  
**Johnson**

**5. [Friday 2022 SPRING PSAT 10 schedule](#) Main Gym check in stations :**  
**Be posted in the Athletic hallway @6:55am please for 7am check-in.**

**A-B Sabol**  
**C-E Bushaw**  
**F-G Kellum**  
**H-J Taylor**  
**K-M Watkins**  
**N-R Quick**  
**S-T Currie**

## **U-Z Culver**

**Jager (Proctor) and DeHann** will direct students to pick up a pencil as they enter the gym and direct them to their seats.

**2nd hour staff plus counselors:** Give other staff a break and monitor and attend students ' needs.

**Bushaw**

**Watkins**

**Buford**

**Tedaldi**

**Darket**

**Culver**

**DeHaan**

**3rd hour staff plus counselors:** Give other staff a break and monitor and attend students ' needs.

**Bushaw**

**Ghanem**

**Tedaldi**

**Ploucha**

**DeHaan**

**4th hour staff plus counselors:** Give other staff a break and monitor and attend students ' needs.

**Bushaw**

**Brooks**

**Schrecengost**

**Flaim**

**Small**

**Culver**  
**Tedaldi**  
**DeHaan**

**5th hour staff plus counselors:** Give other staff a break and monitor and attend students ' needs. Help with dismissal and clean-up.

**Bushaw**  
**Short**  
**Krumm**  
**Tedaldi**  
**Darket**

**6. [Monday 2022 Spring PSAT 8/9 schedule](#) check-in stations :**  
**Be posted in the Athletic hallway @6:55am please for 7am check-in.**

**A-B Sabol**  
**C-E Davenport**  
**F-G Kellum**  
**H-J Taylor**  
**K-M Garland**  
**N-R Quick**  
**S-T Howard**  
**U-Z Clark**

**Romak (Proctor) and Turner** will direct students to pick up a pencil as they enter the gym and direct them to their seats.

**2nd hour staff plus counselors:** Give other staff a break and monitor and attend students ' needs.

**Lapp**

**Newman**

**Clark**

**Pesina**

**3rd hour staff plus counselors:** Give other staff a break and monitor and attend students ' needs.

**Clark**

**Mackie**

**4th hour staff plus counselors:** Give other staff a break and monitor and attend students ' needs.

**Clark**

**Pesina**

**Mackie**

**Carlin**

**5th hour staff plus counselors:** Give other staff a break and monitor and attend students ' needs. Help with dismissal and clean-up.

**Krumm**

**Turner**

**Clark**

**Pesina**

**Short**

**Carlin**

