

**DIVISION OF ACADEMICS,
PERFORMANCE, AND SUPPORT**

**SUMMER SCHOOL ELA/MATH
SCANNING PROCESS FOR
NYC SCHOOLS**

SUMMER 2012

Version 2.0 – July 18, 2012



Table of Contents

Overview	3
Section 1: Registering Students for the Summer School Exams (SSPR Function)	4
1A: Summer School Exam Codes	5
Section 2: Printing Answer Documents	6
2A: The Trailing Test Page.....	7
2B: Batch Printing for NYCDOE Students Registered in SSPR (REPR).....	8
2C: Batch Printing Documents for Students not Registered in SSPR (REPS).....	9
2D: Printing an Answer Document for an Individual DOE Student (REPR)	10
2E: Printing an Answer Document for a Non-NYCDOE Student (REPR).....	11
2F: Re-Printing Answer Documents (RERR)	12
2G: Sample Answer Document	13
Section 3: Scanning Answer Documents	14
3A: Using the Scanner	15
3B: Interpreting the DFS Confirmation Page.....	16
Section 4: ATS SUMMER Reports	17
4A: REDE – Grades 3-8 Document Status Report.....	18
4B: The REDE Report and Warnings	19
4C: RETU – Item Online Update	20
Appendices	
AP1: Tips for Scanning.....	21
AP2: Checklist for Schools.....	23
AP3: Exporting ATS SUMMER Reports to Excel	24
AP4: List of Non-Public Schools.....	26

Overview

Beginning in August 2012, the grades 3-8 ELA and Math summer school exams will be administered through an in-school printing and scanning process. Under these new processes, pre-slugged answer documents for all test-takers will be generated through ATS SUMMER before the exams. (Answer documents will no longer be included with the testing materials.) Following administration, the documents will be scanned with schools' attendance scanners. Reports in ATS SUMMER will display the results shortly after the exam period ends, once the conversion table is available.

This handbook will walk you through the process of:

- Scheduling students in ATS SUMMER for the summer school exams,
- Printing (and re-printing) answer documents in ATS SUMMER,
- Scanning answer documents, and
- Accessing reports in ATS SUMMER to ensure that student responses have been accurately captured, and to view students' results.

This handbook also includes a number of additional resources that will help you prepare for and administer the summer school exams.

CFN Assessment and Data/IT Liaisons will provide support to schools in training for and implementation of the summer school exams. Please contact your CFN staff for clarification on or assistance with any of the procedures documented in this handbook.

Section 1: Registering Students for Summer School Exams (SSPR Function)

Students are typically registered for the summer school exams when they are enrolled in summer programs by their home school. All summer schools should verify that their students have been enrolled; schools may use ATS SUMMER to check and/or modify the test registration status of all summer school students.

Registration for the summer school exams is done through the SSPR function. Maintaining an accurate record of students to sit for the summer school exams will allow for easy and accurate printing of answer documents. It is recommended that all summer schools review the SSPR function to ensure that the exam registration lists are accurate.

To review/modify registration for the exams:

1. Select the SSPR (SUMMER SCHOOL PRE-REGISTRATION DISPLAY) function in ATS SUMMER.
2. *Optional:* Enter grade, class, or student info to refine search.
3. Press "Enter" to display students. Under the EXAM heading, a "Y" is indicated for each student who is intended to sit for the ELA and Math exams. You may move through the list of students by pressing F8 (to move forward) and F7 (to move backwards).
4. You may change the registration status of any student by placing or removing a "Y" in the ELA or Math columns.
5. If you make any modifications, press F2 to save. A confirmation message "Records have been saved." will be displayed at the bottom of the screen.

```

PROFILE 02-M-104      New York City Public Schools      07-12-12 14:51:26
SSPR0102             SUMMER School Pre-Registration Display      00023-MBUSH2
==>                                                         PAGE 1 OF 17
SCHOOL 104 GRADE    CLASS    STUDENT ID    SUM SCH INDICATOR
-- EXAMS --
      STUDENT      T  CTBS  TEMS  FROM
      ID          I  3  ELA  MATH  DDBSSS
=====
ACOSTA, M.         22222222 180 M  _  Y  Y  02M100
ADEOBE, D.         22222222 180 M  _  _  _  02M100
AJANKU, R.         22222222 180 M  _  Y  _  02M100
ALAMEDA, D.        22222222 179 N  _  Y  _  02M100
ALFARO, E.         22222222 189 M  _  Y  _  01M400
ALI, H.            22222222 180 N  Y  _  _  01M400
ALLIS, J.          22222222 180 M  _  _  _  01M400
ALRUBY, H.         22222222 170 M  _  Y  Y  01M400
ALVARADO, D.       22222222 169 M  _  Y  Y  02M200
AMARO, K.          22222222 180 M  _  Y  Y  02M200
ARMATO, A.         22222222 170 M  _  _  Y  02M200
ARTHUR, Z.         22222222 170 N  _  _  _  02M200
Records have been saved
F1/Help   F2/Save   F3/Quit-return F4/Lookup   F5/       F6/
F7/       F8/Frwd   F9/Refresh     F10/Restore F11/      F12/Exit

```

Section 1A: Summer School Exam Codes

ATS SUMMER exam codes for the summer school exams are as follows:

EXAM	ATS SUMMER CODE
<i>ELA</i>	<i>CTBS</i>
<i>Math</i>	<i>TEMS</i>

In the SSPR function, it is not necessary to input the grade level for the exam, as this information is contained in the student record. In other functions of ATS SUMMER (e.g. printing answer documents, generating reporting), the grade level of the exam must be entered in a separate field in ATS. Grades are entered as two digit fields (e.g. "03", "04", etc.)

Section 2: Printing Answer Documents

Section 2 contains instructions for printing answer documents for the following cases:

- Batch printing for all students *previously registered* in the SSPR function for the summer exams (REPR).
- Batch printing for students who have ***NOT been previously registered*** for the summer exams in the ATS SUMMER SSPR function (REPS).
- Printing a single answer document for an *individual NYCDOE* student at your school, or for a “walk-in” (REPR).
- Printing a single answer document for an *individual non-NYCDOE* student (REPR).
- *Reprinting* one or more answer documents – for documents that were previously printed and lost/destroyed (RERR).

All ATS SUMMER printing functions are listed on the REGT sub-menu.

Before generating answer documents, please ensure that you:

- Use a printer which is supported by the summer school process. *Lexmark T640 or more recent models* must be used to generate answer documents; do not use Lexmark T630 or earlier models, as documents may not print correctly on these printers.

If your summer school does not have a compatible printer, please consider printing answer documents to a compatible printer at another DOE location, or consult with a [Borough Assessment Implementation Director](#) about printing documents at a Borough Assessment Office.

- Ensure that standard 8 1/2 x 11 white paper is loaded into the proper tray of the printer.
- Verify that your printer has a sufficient amount of toner for printing the job. Insufficient toner may result in errors during the scanning process as bar codes.

In addition to taking the steps above, please take care with the answer documents to make sure that the pages which you print are as clean as possible. Make sure all pages are clearly readable and free of any type of print defects. Discard any pages that have less-than-perfect print quality, and use the re-printing function (instructions below) to regenerate these pages. Imperfections may include smudges, stray marks, faded texts, creases in the paper, banding, or other blemishes that might inhibit the scanner from accurately collecting student responses after test administrations.

Section 2A: The Trailing Test Page

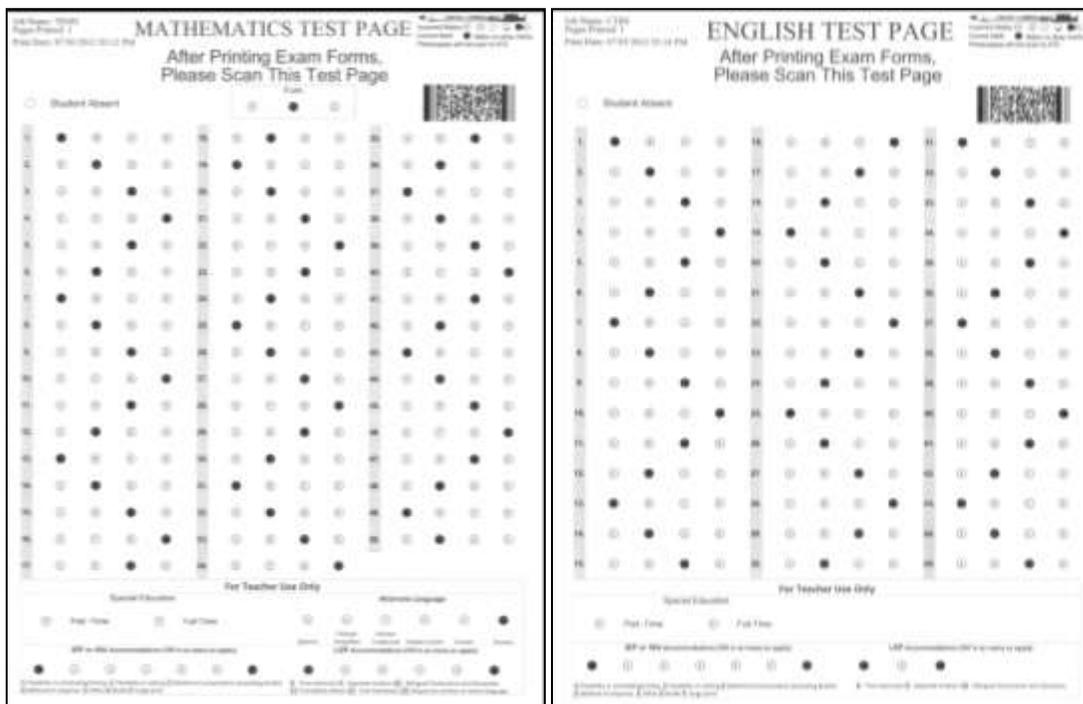
*****It is very important that you scan the test page each time you print a batch of answer documents. Successfully scanning the test page confirms that your scanner is set to correctly capturing student responses**

To help you determine whether answer documents printed correctly, each time that one or more answer documents are generated, the final page printed will be a test page. The test page is pre-slugged; you should not make any additional pencil marks on the test page. The test page is intended to confirm that the documents printed correctly – with sufficient toner level, and that your scanner is calibrated to correctly capture the student responses. **It is important that you scan this page in order to confirm that the documents and scanner are ready to be used during test administration.**

After scanning the test page, a confirmation sheet will be generated by the scanner, indicating if the scan was successful. If the confirmation sheet does not report any errors, the printed answer documents will be read sufficiently; you may distribute the documents for use during testing. If an error does occur, refer to the scanner confirmation page for guidance.

If the test page does not scan correctly, please check your toner level on the printer and the cleanliness of your scanner. If these aspects of the printer and scanner are all clear, try to print again. When you are ready to re-print, follow the instructions outlined in [Section 2F](#) of this *Handbook* (“Re-printing Answer Documents”). If the test page continues to generate error messages after your school has cleaned the scanner and checked toner levels, contact your CFN Data/IT Liaison or the DOE Help Desk (718-975-5100) about the problem.

Please note that there are different test pages for the ELA and Math exams. Below are examples of the test page for both exams.



Section 2B: Batch Printing for NYCDOE Students Registered in SSPR (REPR)

This option will allow you to print a batch of answer documents for all students registered for the ELA or math summer exams via the SSPR function, whose answer documents have not previously been printed. (For those who have been involved in administration of the Regents exams, this function is similar to the RGPR function used for Regents.) In order to utilize this option, students must be registered for a summer school exam in the SSPR function. Once students are registered for the exam, follow these steps:

6. Select the REPR (PRINT GRADES 3-8 ANSWER DOCUMENTS) menu in ATS SUMMER.
7. Enter the exam code (CTBS for ELA; TEMS for math). Note that ELA and math documents are printed in separate batches.
8. Set "PRINT SCHEDULED STUDENTS NOT PREVIOUSLY PRINTED" to "Y".
9. *Optional:* To print documents for a single grade level, enter the grade level (e.g. "03"). If no grade level is entered, all grades with registered students will be printed.
10. *Optional:* To sort the documents by Official Class or Room Number, place a "Y" in the appropriate location.
11. Confirm that the printer location is set as desired.
12. Press F6 to submit the information. A confirmation screen will appear; review the info and press F2 to print.

```

PROFILE 19-K-435      New York City Public Schools      07-05-12 09:48:35
REPR0100             SUMMER ATS Report Selection Screen      00026-MBUSH2
==>
                                GRADES 3 TO 8 EXAM ANSWER DOCUMENT (REPR)

SELECTION CRITERIA:
                                EXAM CODE: CTBS
PRINT SCHEDULED STUDENTS NOT PREVIOUSLY PRINTED: Y
                                PRINT BY GRADE LEVEL:  _
                                PRINT BY STUDENT ID:  _ _ _ _

PRINT BY NAME (FOR NON-PUB WALK-IN) LAST:  _ _ _ _ FIRST:  _ _ _ _
DATE OF BIRTH:  _ / _ / _          SEX:  _          NON-PUB SCHL:  _ _

SORT OPTIONS: (ENTER A "Y", DEFAULT IS ALPHA)
OFFICAL CLASS          :  _
GRADE LEVEL            :  Y

PRINT OPTION: ( ENTER PRINTER INFORMATION )          DOWNLOAD
DIST: 000 LOC: TW3 PRINTER: 5 HOLD: N                ID: EPTW0385 TYP:  _

F1/Help   F2/      F3/Quit-return F4/Lookup   F5/      F6/Execut
F7/      F8/      F9/Refresh   F10/      F11/     F12/Exit

```

NOTE: Schools can use the REPR function in ATS SUMMER to print out an answer document up to and including test administration days (including the day for make-up exams). It is strongly recommended that answer documents be printed two weeks *prior* to the day of administration.

Section 2C: Batch Printing Documents for Students NOT Registered Through SSPR (REPS)

The REPS screen is used to print one or more answer documents for students *enrolled at your summer school*, who have not yet been registered for the ELA or math summer exams in the SSPR function. (For those who have been involved in administration of the Regents exams, this function is similar to the RGPS function used for Regents.)

1. Select the REPS (SUMMER PRINT MULTIPLE STUDENTS BY HOME DBN) menu in ATS SUMMER.
2. Enter the exam code (CTBS for ELA; TEMS for math).
3. *Optional:* Enter the grade level to limit printing to students in a single grade. (If no grade level is indicated, students in all grades will be displayed.)
4. For each student whose answer document you will print, place a "Y" beside their name. You may indicate as many students as you would like. (Note that if a student is not listed, her answer document has already been printed; to reprint use the RERR function.)
5. Once all students are selected, press F5. Confirm the printer location, and press F5 again to print.

```

PROFILE 06-M-00          New York City Public Schools          07-11-12 10:51:18
REPT1680                SUMMER Print Multiple Students By Home Dbn  00025-MBUSH2
==> █                  PAGE 1 OF 1

EXAM CODE: TEMS        GRADE LEVEL:  _   OFFICIAL CLASS:  _
NAME                  STUDENT ID  GRD  GL  OCL
-----
-  BURGOS              JOSHUA      000 000 000  07  000
-  JOSE JR             PABLO       000 000 000  07  000
-  MATOS               RADHAMES    000 000 000  07  000
-  MORA                BRIANNA     000 000 000  07  000
-  PAYNE               ADASIA      000 000 000  07  000
-  RICE                CHRISTOPHER 000 000 000  07  000
-  RODRIGUEZ          ABI         000 000 000  07  000

Enter "Y" to select students.  Press F5 to Print
F1/Help   F2/       F3/Quit-return F4/       F5/Print   F6/
F7/       F8/       F9/Refresh    F10/      F11/       F12/Exit

```

Section 2D: Printing an Answer Document for an Individual DOE Student (REPR)

This feature allows you both to print an **individual answer document** for a student from your own school (not previously registered in SSPR) or to print an answer document for a DOE student who is not registered at another DOE school who **“walks-in”** to take the exam. In these cases, you may use the student’s DOE ID number to generate his or her unique answer document.

To print an individual answer document for a DOE student:

1. Select the REPR (PRINT GRADES 3-8 ANSWER DOCUMENTS) menu in ATS SUMMER.
2. Enter the appropriate exam code (CTBS for ELA; TEMS for math).
3. Set “PRINT SCHEDULED STUDENTS NOT PREVIOUSLY PRINTED” to “N”.
4. Leaving the grade level blank, enter the DOE ID number for the student whose document you would like to print. (If the DOE ID number is not known, you may look it up using the SBIO function.) Note that the grade level will be populated automatically from ATS data during when the document is printed.
5. Confirm that the printer location is set as desired.
6. Press F6 to submit the information. A confirmation screen will appear; review the info and press F2 to print.

```

PROFILE 19-K-435          New York City Public Schools          07-05-12 10:57:23
REPR0100                SUMMER ATS Report Selection Screen          00026-MBUSH2
==>

          GRADES 3 TO 8 EXAM ANSWER DOCUMENT (REPR)

SELECTION CRITERIA:
                                EXAM CODE: TEMS
PRINT SCHEDULED STUDENTS NOT PREVIOUSLY PRINTED: N
                                PRINT BY GRADE LEVEL:
                                PRINT BY STUDENT ID: 123 456 789

PRINT BY NAME (FOR NON-PUB WALK-IN) LAST: _____ FIRST: _____
DATE OF BIRTH: __ / __ / __          SEX: _          NON-PUB SCHL: _____

SORT OPTIONS: (ENTER A "Y", DEFAULT IS ALPHA)
OFFICAL CLASS          : _
GRADE LEVEL           : _

PRINT OPTION: ( ENTER PRINTER INFORMATION )
DIST: 000 LOC: TW3 PRINTER: 5 HOLD: N          ID: EPTW0385 TYP: _
GRADES 3 TO 8 ANSWER DOCUMENTS have been generated
F1/Help    F2/          F3/Quit-return F4/Lookup    F5/          F6/Execut
F7/        F8/          F9/Refresh  F10/         F11/         F12/Exit

```

Section 2E: Printing an Answer Document for a Non-NYCDOE Student (REPR)

This function in ATS SUMMER enables you to print an answer document for a student who is not part of the NYCDOE system, provided the student presents a signed letter from his or her principal indicating the exam for which he or she is eligible to sit.

To print a document for a non-NYCDOE student, do the following:

1. Select the REPR (PRINT GRADES 3-8 ANSWER DOCUMENTS) menu in ATS SUMMER.
2. Enter the exam code (CTBS for ELA; TEMS for math).
3. Set "PRINT SCHEDULED STUDENTS NOT PREVIOUSLY PRINTED" to "N".
4. Enter grade level of the non-NYCDOE student whose document you are printing (e.g. "03").
5. Enter the student's information. For "NON-PUB SCHL", select the student's school from the lookup list by pressing F4. If the student's school is not listed, enter "9999" for "Other".
Selecting the proper non-public school will allow the reporting of summer school exam results to students' home schools. See [Appendix 4](#) for a list of non-public schools and the corresponding codes.
6. Confirm that the printer location is set as desired.
7. Press F6 to submit the information. A confirmation screen will appear; review the info and press F2 to print.

```

PROFILE 19-K-435          New York City Public Schools          07-03-12 15:33:50
REPR0100                SUMMER ATS Report Selection Screen          00021-MBUSH2
==>

          GRADES 3 TO 8 EXAM ANSWER DOCUMENT (REPR)

SELECTION CRITERIA:
                                EXAM CODE: CTBS
PRINT SCHEDULED STUDENTS NOT PREVIOUSLY PRINTED: N
                                PRINT BY GRADE LEVEL: 03
                                PRINT BY STUDENT ID:  _ _ _ _

PRINT BY NAME (FOR NON-PUB WALK-IN) LAST: SMITH          FIRST: JOHN
                                DATE OF BIRTH: 03 / 01 / 04          SEX: M          NON-PUB SCHL: 7010

SORT OPTIONS: (ENTER A "Y", DEFAULT IS ALPHA)
                                OFFICAL CLASS          : _
                                GRADE LEVEL          : _

PRINT OPTION: ( ENTER PRINTER INFORMATION )
DIST: 000 LOC: TW3 PRINTER: 5 HOLD: N          DOWNLOAD
                                ID: EPTW0159 TYP: _

F1/Help          F2/          F3/Quit-return F4/Lookup          F5/          F6/Execut
F7/          F8/          F9/Refresh          F10/          F11/          F12/Exit

```

Section 2F: Reprinting Answer Documents (RERR)

In the event that an answer document has been lost or destroyed (e.g. ripped, stained, etc.) before the student has had an opportunity to sit for the exam, the answer document(s) in question can be re-reprinted. Note that the process for re-printing a document which was previously generated is different than printing an answer document for the first time. (For those who have been involved in the administration of the Regents exams, this function is similar to the RGRR function used for Regents.) Once a document is re-printed, the original – if available – should be discarded and destroyed.

Note: Answer documents can only be re-printed while the scanning window is opened. If a school needs to reprint an answer document after the scanning window closes, please contact your CFN Assessment Liaison.

To re-print an answer document:

1. Select the RERR (REPRINT GRADES 3-8 ANSWER DOCUMENTS) menu in ATS SUMMER.
2. Enter the exam code (CTBS for ELA; TEMS for math).
3. **Optional:** enter grade level, page number range, and/or student ID of the document(s) to re-print. ATS SUMMER will reprint all answer documents which meet the criteria specified on the screen. Leaving the criteria (grade level, page number, student ID) blank will re-print all answer documents previous generated for the exam code. To re-print documents for a given grade, page number range or student, populate the fields.
4. **Optional:** To sort the documents by Official Class or Room Number, place a "Y" in the appropriate location.
5. Confirm that the printer location is set as desired.
6. Press F6 to submit the information. A notice will appear indicating the number of documents to be printed. Review the info and press F6 to print.

```

PROFILE 19-K-435          New York City Public Schools          07-03-12 16:09:35
RERR0200                 SUMMER ATS Report Selection Screen          00021-MEUSH2
==>

          REPRINT GRADES 3 TO 8 EXAM ANSWER DOCUMENT (RERR)
This function reprints GRADES 3 TO 8 EXAM ANSWER DOCUMENTS for students
for whom documents have been previously generated in REPR

SELECTION CRITERIA:
          EXAM CODE       : CTBS
          GRADE LEVEL     : 03
          STARTING PAGE NUMBER : _____
          ENDING PAGE NUMBER  : _____ (OPTIONAL)
          STUDENT ID       : ____ _

SORT OPTIONS: (ENTER A "Y", DEFAULT IS ALPHA)
          OFFICIAL CLASS   : _
          GRADE LEVEL     : _

PRINT OPTION: ( ENTER PRINTER INFORMATION )
DIST: 000 LOC: TW3 PRINTER: 5 HOLD: N          ID: BPTW0159 TYP: _
Press F6 to execute
F1/Help    F2/          F3/Quit-return F4/Lookup    F5/          F6/Execut
F7/        F8/          F9/Refresh    F10/         F11/         F12/Exit

```


Section 3: Scanning Answer Documents

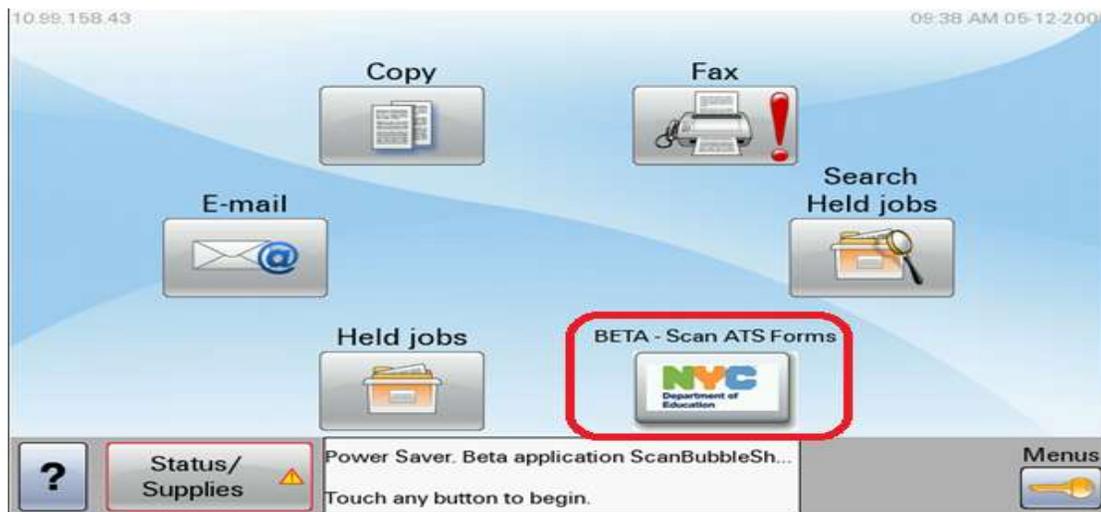
After summer school exams have been administered, the completed answer documents are ready to be scanned to ATS SUMMER via the attendance scanner. During this part of the process, the attendance scanner captures student responses and passes the information to ATS for scoring and reporting.

Scanning may begin at 10am on the morning that the exam is administered, up until 8:30pm each evening. (Scanning may start at 6am each day following administration.) Answer documents should be scanned as soon as possible after testing, and all scanning must be complete by 8:30pm on the evening of each exam, after any make-up exams are administered.

After each group of answer documents are scanned, the scanner will print an SCNS report which displays the status of each batch. Review this report to determine whether the answer documents have been properly scanned and if the data has been captured for scoring and reporting. In addition to reviewing the SCNS page, you should review the [REDE](#) report to ensure that the data was captured and to review “warnings” for potential errors in the scanning process. (This report and the warnings are discussed in [Section 4B](#).)

Please note that most answer documents should be scanned once. In the case that documents are scanned multiple times, the most recent scan will be the scan of record. Images of each scan are stored for audit purposes.

For more information on best practices for scanning, please see Appendix 1, “[Tips for Scanning](#).”



Section 3A: Using the Scanner

Once test administration is complete, follow the steps below to scan the answer documents.

1. Place a batch of answer documents (up to 75 or 200 depending on the model of your scanner) face-up on the scanning bed, with the student bar code placed towards the feed direction. For best results, scan answer documents in as small batches as possible. Please note that you may scan different grade levels, and the different exams (ELA and math) together in the same batch, if desired.
2. Scan the forms in the same manner that your school processes all other scanned documents.
3. After the forms are processed through the scanner, two documents will be generated:
 - The scanner where the documents were scanned will generate a DFS Confirmation Page, which indicates whether any errors occurred during the scanning process. (See [Section 3B](#) for more info.)
 - A SCNS report will automatically be printed following each scanning batch. This report will be sent to the same printer where the school's daily attendance form is printed. The SCNS report may also be generated and printed directly through ATS SUMMER at any time.

Schools must review these documents, and take any appropriate follow-up steps if any errors are observed during the scanning process.

4. Separate out any pages which were not successfully scanned and for which no data was captured, and set aside to troubleshoot and re-scan.
5. For the remaining answer documents which were successfully scanned, attach the DFS Confirmation Page to the front of each batch, and retain the batches for safekeeping. Answer documents should be kept until the completion of 2013 summer school.

Scan Successful.

Pages Scanned:	1
Date:	05/12/2009
Time:	01:40:36 PM GMT+00:00
Send Results:	Completed



Section 3B: Interpreting the DFS Confirmation Page

After one or more answer documents are scanned, the scanner will generate a DFS Confirmation Page. This page shows the status of all pages in the batch, and indicates whether any errors were observed in the scanning process.

The Confirmation Page shows:

1. Total number of "Pages Scanned" – broken down by "Pages Processed" (successfully scanned) and "Pages Rejected" (unsuccessfully scanned).
2. For "Pages Processed", the all types of documents (grade- and exam-specific) are listed by the count successfully scanned. Each "Type" is the exam code (TEMS or CRBS) followed by the grade level.
3. If an error was observed, the type of error and a description is listed. (More below.)
4. The starting and ending page numbers are recorded.
5. The last line indicates if the scan was successful in sending the data to ATS SUMMER. Please note that this will indicate success if one or more pages were successfully scanned, even if there other pages in the batch were unsuccessful.

DFS Confirmation Page			
2012-07-05 12:13:27			
Status	Pages Scanned	Pages Processed	Pages Rejected
Completed	3	2	1
Type	Pages Processed		
TEMS4	1		
CTBS3	1		
Error	Description		
Barcode Read Error	Unable to Read Barcode on a page		
Start Page	End Page	Server	ID
193435000011	193435000005	DVAPP22	35730
Send Results to ATS	Detailed Description		
Completed	Upload to ATS Successful		

In the case of a "Barcode Read Error," the scanner was unable to pick up the barcode and associate the document with a student. This may be caused by stray marks on the answer document, a dirty scanner, or because the document entered the scanner askew.

For any pages with barcode read errors, the scanner will print an image of the document causing the error. Separate this document from the batch for trouble-shooting and re-scanning.

Section 4: ATS SUMMER Reports & Data Correction Functions

A number of reports for the summer school exam will be available in ATS SUMMER for schools to track scanning progress, review exam results, and – if required – correct data capture issues experienced during scanning. These reports and functions include:

1. REDE (GRADES 3-8 DOCUMENT STATUS REPORT) – this report shows the scanning status of each answer document generated by a school, and – after the conversion tables are entered – will also show the exam results. Exam results will be posted at the end of the school day on August 8. Further information about when the results will be available in ATS SUMMER will be given closer to the administration of exams.
2. RETU (GRADES 3-8 ONLINE UPDATE) – this function allows school principals to change the responses of individual exam items to correct for any errors in data capture through scanning. (E.g. If a stray mark or erasure mark on the answer document causes a student’s answer to be captured as a multiple response, when the student’s intention can clearly be seen as providing a single answer.)

```

PROFILE 19-K-435      New York City Public Schools      07-11-12 11:34:36
REPT1840             SUMMER ATS Report Selection Screen    00025-MBUSH2
==>

                SUMMER 3 - 8 EXAM DOCUMENT STATUS REPORT

SELECTION CRITERIA:
  EXAM CODE (CTBS or TEMS)      : TEMS
  GRADE LEVEL                   : 03
  SCHOOL YEAR                   : 2011 / 12
  OFFICIAL CLASS                : _____

INCLUDE ONLY WARNINGS/MULTIPLES/OMITS) : N
REPORT TYPE (T=STATUS I=ITEM S=SUMMARY ONLY): I

EMAILID: _____ @SCHOOLS.NYC.GOV  SUBJ: _____
PRINT OPTION: ( ENTER PRINTER INFORMATION )          DOWNLOAD
DIST: 000 LOC: TW3 PRINTER: 5 HOLD: N                ID: EPTW0948 TYP: _

Press F6 to execute
F1/Help   F2/      F3/Quit-return F4/Lookup   F5/      F6/Execut
F7/      F8/      F9/Refresh    F10/       F11/     F12/Exit

```

Section 4A: REDE (Grades 3-8 Document Status Report)

After scanning answer documents, schools should use the REDE report to ensure that data from all scanned answer documents is successfully captured in ATS SUMMER, and to check for “warnings” which indicate answer documents that should be flagged for a quality check.

To print the Document Status Report:

1. Select the REDE menu in ATS SUMMER.
2. Enter the exam code (CTBS for ELA; TEMS for math).
3. Enter the grade level. Note that grade level is mandatory for this report.
4. *Optional:* To generate a report for a single class only, indicate the class number.
5. Select the report type:
 - The STATUS report (code “T”) shows, for each student with answer documents, whether the document has been scanned, along with the final score (once the conversion chart has been loaded).
 - The ITEM report (code “I”) shows the same information as in the STATUS report, plus each student’s answers for the individual items.
 - The SUMMARY ONLY report (code “S”) shows only the summary section, indicating the number of answer documents generated, scanned vs. unscanned, absent, and containing warnings.
6. *Optional:* To generate a report indicating only the answer documents with warnings, indicate “Y” next to “Include only warnings/multiples/omits”. This version is intended to help schools flag answer documents for investigation to ensure that student responses are accurately captured.
7. Confirm the printer location. Press F6 to generate the report.
8. *Optional:* The REDE report may be downloaded for review in Excel. For instructions on downloading the report, see [Appendix 3](#).

```

PROFILE: 19-K-435      ATS  NEW YORK CITY PUBLIC SCHOOLS      DATE: 07/17/12
USER: DBLAIRB  SUMMER ELA/MATH EXAM DOCUMENT STATUS REPORT (REDPAGE:  2

EXAM: CTBS  SUMMER 2011 - 12  OFC:  GRADE LEVEL04

NAME      ---SCORE---  ---SCAN---
ID#       OFC  RAM  FIN  PL  DATE TIME      PAGE      IEP/504
-----
BOBSON, BOB          07/17/12 3:24 PM  193435000039
  880 082 740
JAMESON, JIM          07/17/12 3:24 PM  193435000037
  880 082 736
WILLIAMSON, WILL    *  ABS  *  07/17/12 3:24 PM  193435000041
  880 082 742

REPORT SUMMARY:

EXAM  GENERATED  UNSCANNED  SCANNED  WARN  ABSENT  1  2
-----
CTBS      4            1          3        1      1      0%

ATSSTEST> _
  
```

Section 4B: The REDE Report and Warnings

Looking at the Status report and Item reports, you will notice:

- The students name and ID number appear to the left.
- The raw score (RAW), final score (FIN) and performance level (PL) are blank. This information will be populated once the conversion tables are loaded into ATS on the evening of Wednesday, August 8th. When there are absences, invalidated scores or misadministrations, the final score field will be overwritten with ABS, INV or MIS respectively.
- Both reports will also show a REPORT SUMMARY, indicating the number of answer documents generated (or printed), scanned vs. unscanned, warnings and absences.

Searching for Warnings

- If your REDE reports indicates that there are warnings, print or export the REDE Item Report.
- Search the student responses for M's and X's. An M indicates the student bubbled in multiple answers to this question. An X indicates the student omitted the answer.
- Once you have identified all of the answer documents with warnings, collect the answer documents and try to rescan. If the issue does not correct, you will need to take further steps.
- Do not modify student answer choices once you have discovered the warnings.

Reminder: For both the Status and Item Reports, the screen will cut off data on the far right hand of the page. For example, the below screen only shows up to item 39 on a 45-item test. To avoid errors, export the report to Excel or print the report. Do NOT work off the monitor.

```

Session II - [24 x 90]
PROFILE: 19-K-435      ATS  NEW YORK CITY PUBLIC SCHOOLS      DATE: 07/17/12
USER: DBLAIR6        SUMMER ELA/MATH EXAM ITEM REPORT (REDE)      PAGE: 2

EXAM: CTBS          SUMMER 2011 - 12      OFC:  GRADE LEVEL04

NAME      ---SCORE---
ID#       OFC  RAW  FIN  PL  12345  67890  12345  67890  12345  67890  12345  6789
-----
BOBSON, BOB                AXBCD CBABC DCBAB CDCBA AAMDD CBBAB CDCBA BCDX
880 082 740
JAMESON, JIM              ABCDA BCDMB CDABC DABCD CBABC DCBAB CDCBA BCDC
880 082 738
WILLIAMSON, WILL          ABS
880 082 742

REPORT SUMMARY:

EXAM  GENERATED  UNSCANNED  SCANNED  WARN  ABSENT  1  2
-----
CTBS      4             1           3         1      0%

ATSSTEST>
  
```

Section 4C: RETU (3-8 Online Update Function)

In some cases, scanners may not accurately capture the student responses or other information (accommodations, alternate languages, etc.) contained on the answer document. In these cases, school principals or their designees, may use the RETU function in ATS SUMMER to correct the errant data.

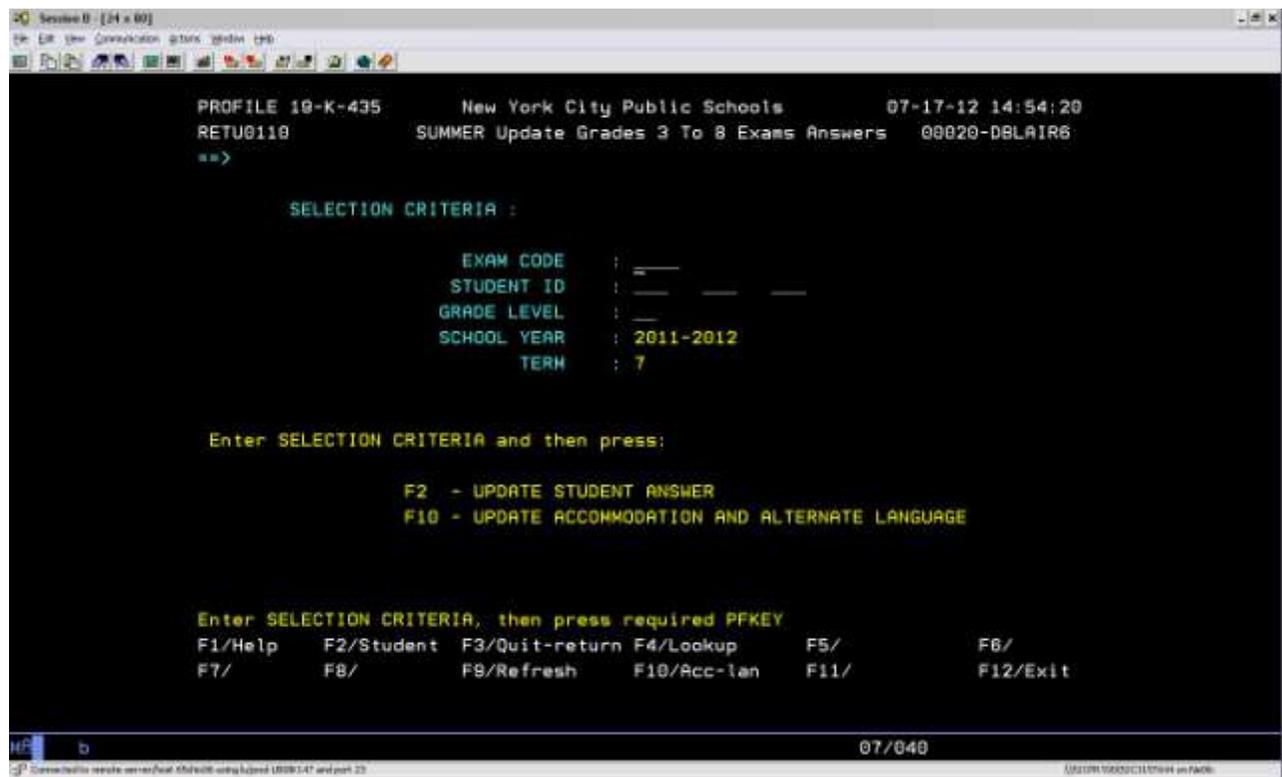
The RETU function is reserved for cases where the scanner incorrectly captures data on the answer document, such as:

1. Stray marks inadvertently made by students, as a result of insufficient erasure, or as a result of a dirty printer.
2. Incorrect information outside of student responses on the answer document: accommodations, foreign language or –in the case of math – the correct Form.
3. An invalidated test (confirmed case of student cheating) or misadministration (failed to provide accommodation, etc) need to overwrite the student’s responses.

When changing a student’s response to a question, principals are responsible for determining that the scanner failed to accurately record the student’s intended response as reflected on the answer document. Please note that under no circumstances may teachers or administrators mark, erase, or otherwise modify any student responses on the answer document. Note that the DOE captures images of all answer documents through the scanning process, and will randomly review changes made through the RETU function to ensure that the changes are done in compliance with DOE policy.

Use the F2 function to change a student’s answers or to record an “Invalidated” or “Misadministered” exam.

Use the F10 function to alter accommodations, alternative language or the math form.



Appendix 1: Tips for Scanning

Pre-Scanning:

- Ensure that the scanner is clean; a dirty scanner may result in inaccurate results. (See below for instructions on how to clean the scanner.) *Note that regular cleaning before and during exam week is important, as this will reduce read errors when scanning answer documents and ensure accuracy in reporting results.*
- Make sure to scan the trailing test page directly after printing answer documents to ensure that your scanner is working properly.
- In order to prevent rejections and errors from skewed pages, make sure that all pages in the batch are squared and aligned along the edges.
- Place batch of pages – **face up, with the bar code closest to the scanner** – on the document feeder of the scanner and make sure that paper guides are tight along the page edges.

DFS Scanning Procedure for Fujitsu Fi-6670 Scanners:

(For instruction on using the Lexmark scanner, see below.)

- Do not scan more than 200 pages in one batch.
- Log onto your Scan PC.
- Press the green scan button on the scanner to begin.
- Once all of the pages in the batch are scanned, do not add any more pages to the scanner until DFS confirmation prints out. This process can take up to 12 minutes for 200-page jobs and only 3 minutes for 50-page jobs.

DFS Scanning Procedure for Lexmark Scanners:

- Press the “Scan ATS Forms – Beta” button.
- Press “Next” to begin scanning documents.

Once answer documents have been scanned (Fujitsu and Lexmark models):

- You will receive a DFS Confirmation Page, indicating the number of successfully scanned and unsuccessfully scanned documents.
- If any errors were observed in the scanning process, the errors will be noted on the DFS Confirmation Page, and each page for which an error was observed will be reprinted with a message prominently displayed. The relevant pages will be noted by the answer document number, which is found in the top-left corner of the form.
 - Retrieve the pages with errors to investigate and re-scan. If errors are still observed after corrective action, clean the scanner’s lens.
- File the remaining pages of the batch together with the DFS confirmation page. The DFS Confirmation Page has an ID number for each scan job which will be associated with each individual document in the batch. It is important to keep the batches in order with the confirmation, as this will assist in retrieving papers as needed in the future.
- Once this process is completed, repeat the above steps for all remaining batches of answer documents.

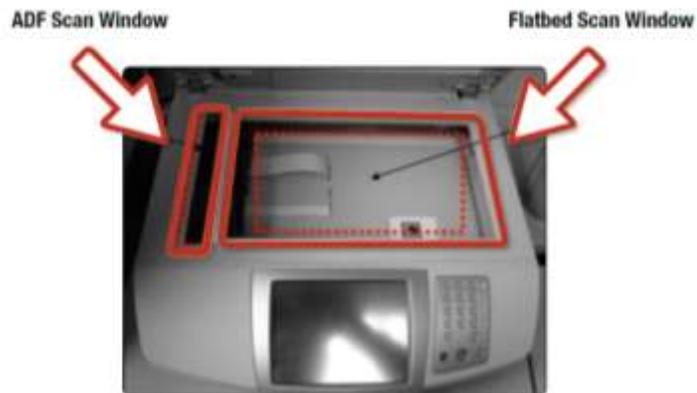
To note:

- Schools should use reports when scanning documents. The Document Status Report will show the scanned status for each answer document; the summary section displays a dashboard of total documents scanned and outstanding, and the number of Warnings to review. The REDE Item Report may be used to flag answer documents with data patterns that merit further investigation.
- In the case that an answer document is scanned multiple times (e.g. in the case of re-scoring), data from the last scan will be recorded on a student’s record. An image of each scan will be archived for an audit trail. Make every effort to avoid scanning a duplicate answer document.
- Whenever possible, print and scan answer documents on the same device. If this is not possible, scan the trailing test page.
- You scan answer documents on any ATS printer.

- For all support/technical questions regarding the Attendance Scanners or if scanning fails, contact DFS via the DOE Help Desk (718-935-5100) to open a Help Desk ticket.

Cleaning the scanner – Lexmark & Fujitsu models:

- To clean the scanner you will need a paper towel or a soft cleaning rag, and de-ionized glass cleaner. Sparkle is a recommended brand of cleaner. **WARNING:** do not use rubbing alcohol to clean the scanner.
- Open the scanner lid.
- Apply the cleaning liquid to the paper towel or rag so that it is damp, but not wet.
- Gently wipe down the scanner glass with the towel or rag.



- Wait a few moments for the scanner glass to dry, and then close the lid.

Appendix 2: Checklist for Schools

Training – As soon as possible

- Receive training from your CFN on overall process
- Conduct test demo. The demo environment is available from July 23 – August 3, 2012.
- Inform applicable staff members about the scanning process.

Printing – Before August 3rd

- Confirm all students are registered for the appropriate exams in SSPR. Update records as necessary.
- Assign official class or room number in ATS SUMMER if appropriate.
- Confirm that your school's printer and scanner is functioning properly.
- Ensure ample supply of paper and toner.
- Print answer documents for all scheduled students.

Exam Logistics – Before August 3rd

- Communicate the new process with the exam proctors.
- Print the catalog of Non-Public Schools which can be found in [Appendix 4](#). This will help to quickly locate non-public school codes on the morning of the exam.
- Establish logistics for exam day (e.g. determining room assignments, roles and responsibilities for directing walk-ins)

Test Administration – August 6th – 8th

- Print answer documents for public and non-public walk-ins.
- Administer exams.
- Proctors review completed answer documents to ensure that bubbles are filled in appropriately, that accommodations/foreign languages are filled in, and – for Math – the “Form” field has been bubbled.
- Check that completed answer documents are not also marked Absent.

Scanning – Before 8:30 PM on each test date

- Ensure the scanner glass is cleaned.
- Use the attendance scanner to scan answer documents.
- Rescan documents with bar code errors or bubble read errors.
- Review ATS SUMMER reports and address any scanning errors using the RETU screen before 8:30 pm on each test date.

FOR SUMMER SCHOOL SCANNING SUPPORT

Technical Support (ATS SUMMER)	CFN Data & IT Liaisons
Scanner/Printer Support	DIIT Help Desk 718-935-5100
General Support	Borough Assessment Implementation Director

Appendix 3: Exporting ATS Reports to Excel

The instructions below explain how to export the REDE report to Excel. To download the report:

1. Select the REDE menu in ATS SUMMER.
2. Enter the appropriate exam code (CTBS for ELA; TEMS for math) and grade level.
3. Leave the report type blank. Note that when downloading the report, the complete report (the Item report) is automatically selected.
4. In the EMAILID field, enter the DOE Outlook ID of the person to whom you would like to send the report. You may enter your own ID, or that of a colleague. Enter an appropriate and descriptive subject in the SUBJ field.
5. In the TYP field in the lower right-hand corner, enter "D" for "download".
6. Press F6 to execute, and F6 again to confirm. Continue with step 7 below.

```

PROFILE 19-K-435      New York City Public Schools      07-11-12 11:56:01
REPT1840             SUMMER ATS Report Selection Screen      00025-MBUSH2
==>

                SUMMER 3 - 8 EXAM DOCUMENT STATUS REPORT

SELECTION CRITERIA:
    EXAM CODE (CTBS or TEMS)      : tems
    GRADE LEVEL                   : 03
    SCHOOL YEAR                   : 2011 / 12
    OFFICIAL CLASS                 : _____

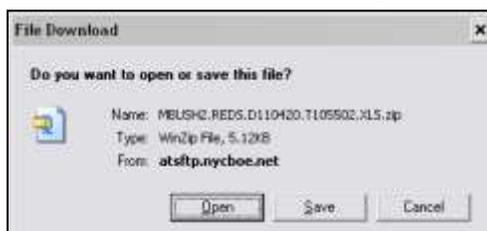
INCLUDE ONLY WARNINGS/MULTIPLES/OMITS)      : N
REPORT TYPE (T=STATUS I=ITEM S=SUMMARY ONLY): _

EMAILID: DBLAIR6 _____ @SCHOOLS.NYC.GOV  SUBJ: TEMS REPORT _____
PRINT OPTION: ( ENTER PRINTER INFORMATION )      DOWNLOAD
DIST: 000 LOC:      PRINTER:      HOLD: N      ID: EPTW0948 TYP: D

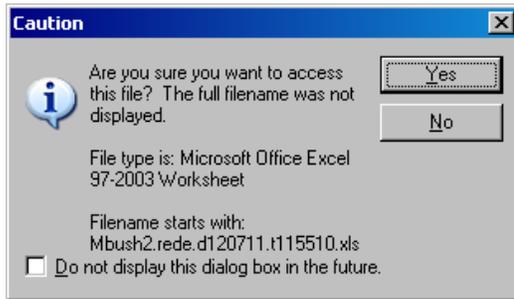
Press F6 to execute
F1/Help      F2/      F3/Quit-return F4/Lookup      F5/      F6/Execut
F7/      F8/      F9/Refresh      F10/      F11/      F12/Exit

```

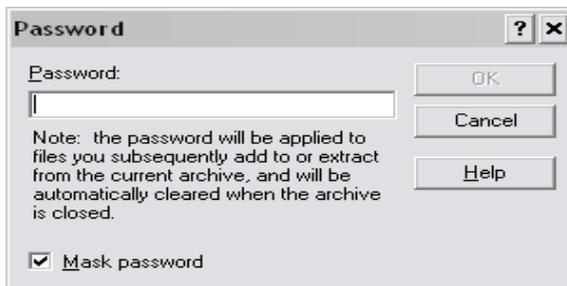
7. After you have completed the above steps, an email from ATSPROD@edup.nycenet.edu will be sent to the email ID indicated in step 6.
8. Click on the link the email. A dialogue box will appear; click "Open".



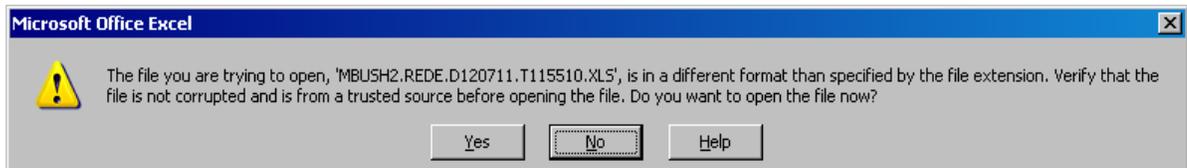
9. The WinZip application will open and the dialogue box will show an icon for an Excel file. Double-click on the file and choose “Yes” when the dialogue box opens.



10. You will be prompted to enter a password. The password is the alpha-numeric string included at the end of the email you received in step 7. Enter the password and click “OK”.



- A) The following dialogue box will appear. Click “Yes”.



Appendix 4: List of Non-Public Schools

When printing answer documents [for non-DOE students](#), the user will be prompted to enter the code for the student's home school. ATS users may look up the code in the table in ATS, or may refer to the list below. If the student's school is not listed, or cannot be determined, please enter "9999" for OTHER in the ATS REPR screen.

SCHOOL NAME	ADDRESS	ATS CODE
<i>OTHER (NOT LISTED)</i>	-	9999
A FANTIS PARCHL SCHL	195 STATE ST,BROOKLY	7008
ACAD MT. ST. URSULA	330 BEDFORD PK BL,BR	7003
ACAD ST. DOROTHY	1305 HYLAN BL,STATE	7006
ADELPHI ACAD SCHL	8515 RIDGE BL,BROOKL	7011
AL MADRAGA/AL ISLAMIYA SCHL	80 PARK HILL AV,STAT	7021
ALIEZER YESHIVA SCHL	2433 OCEAN PKWY,BROO	7013
AL-KARIM SCHL	876 PARK PL,BROOKLYN	7018
ALL HALLOWS INST	111 E. 164 ST,BRONX	7023
ALL SAINTS SCHL	52 E. 130 ST,NEW YO	7026
ALL SAINTS SCHL	113 THROOP AV,BROOKL	7028
ALLEN CHRISTIAN SCHL	171-10 LINDEN BL,JAM	7031
ALLEN STEVENSON SCHL	132 E. 78 ST,NEW YOR	7033
AL-MEDINA SCHOOL	383 3RD AVE,NY,11215	7020
ALNOOR CULTURAL CENTER	675 4TH AVENUE BROOK	7022
ANGLO-AMERICAN SCHL	18 W. 89 ST,NEW YORK	7038
ANNUNCIATION SCHL	461 W. 131 ST,NEW YO	7041
ARCHBISHOP MOLLOY HS	83-53 MANTON,ST JAMA	7043
ASCENSION SCHL	86-37 53 AV,ELMHURST	7046
ASCENSION SCHL	220 W. 108 ST,NEW YO	7048
ASSUMPTION SCHL	10 KINGSLEY PL,STATE	7051
AUSAR AUSET CHURCH SCHL	801 DEAN ST,BROOKLYN	7056
BAIS YAAKOV ACAD OF QUEENS	124-50 MTROPLITAN AV	7163
BAIS YAAKOV HS	4421 15 AVE,BROOKLY	7161
BALDWIN SCHL	160 W. 74 ST,NEW YOR	7168
BANK ST SCHL FOR CHILDREN	610 W 112 ST,NEW YOR	7171
BARNARD SCHL	554 FT WASHINGTON AV	7173
BAY RIDGE CHRISTIAN ACADEMY	663 64TH STREET BROO	7175
BAY RIDGE PREPRATORY SCHOOL	7420 4TH AVE, BROOKL	7178
BE'ER HAGOLAH SCHL	2810 NOSTRAND AV,BRO	7176
BERKLEY-CARROLL ST SCHL	181 LINCOLN PL,BROOK	7183
BETH JACOB OF FLATBUSH SCHL	1823 OCEAN PKWY,BROO	7191
BETH JACOB-BETH MIRIAM SCHL	2126 BARNES AV,BRONX	7188
BETHANY CHRISTIAN SCHL	521 HOPKINSON AV,BRO	7193
BETHEL SDA SCHL	457 GRAND AV,BROOKLY	7196
BIALICK SCHL	500 CHURCH AV,BROOKL	7201
BIRCH WATHEN	9 E. 71 ST,NEW YORK	7203

BISHOP FORD HS	500 19 ST,BROOKLYN	7206
BISHOP KEARNEY HS	BAY PKWY & 60 ST,BRO	7208
BISHOP LOUGHLIN HS	357 CLERMONT AV,BROO	7211
BLESSED SACRAMENT SCHL	34-20 94 ST,JACKSON	7213
BLESSED SACRAMENT SCHL	1160 BEACH AV,BRONX	7216
BLESSED SACRAMENT SCHL	830 DELAFIELD AV,STA	7218
BLESSED SACRAMENT SCHL	187 EUCLID AV,BROOKL	7221
BLESSED SACRAMENT SCHL	147 W. 70 ST,NEW YOR	7223
BORO HALL ACAD SCHL	17 SMITH ST,BROOKLYN	7226
BREARLEY SCHL, THE	610 E. 83 ST,NEW YOR	7233
BROOKLYN ACAD PREP	31-29 60 ST,WOODSID	7236
BROOKLYN BOYS CHORUS SCHL	890 FLATBUSH AV,BROO	7238
BROOKLYN FRIENDS SCHL	375 PEARL ST,BROOKLY	7241
BROOKLYN SDA SCHL	1260 OCEAN AV,BROOKL	7243
BROOKLYN TEMPLE SCHL	3 LEWIS AV,BROOKLYN	7246
BROWNING SCHL	52 E. 62 ST,NEW YORK	7248
BUCKLEY SCHL	113 E. 73 ST,NEW YOR	7251
CALHOUN HS	433 WEST END AV,NEW	7258
CARDINAL HAYES HS	153 ST & GND CONC,BR	7263
CARDINAL SPELLMAN HS	1991 NEEDHAM AV,BRON	7266
CARMEL CHRISTIAN SCHL	391 EASTERN PKWY,BRO	7268
CATHEDRAL HS	350 E. 56 ST,NEW YOR	7271
CATHEDRAL PREP SEMINARY	56-25 92 ST,ELMHURS	7273
CATHEDRAL SCHL	1047 AMSTERDAM AV,NE	7276
CATHEDRAL SCHL	319 E. 74 ST,NEW YOR	7278
CATHERINE MCCAULEY HS	710 E. 37 ST,BROOKLY	7283
CENTRAL BROOKLYN	30 BOREUM STREET BRO	7284
CHAPIN SCHL, THE	100 EAST END AV,NEW	8785
CHILD'S MEMORIAL ACAD SCHL	1763 AMSTERDAM AV,NE	7291
CHILD'S SCHL	112 E. 75 ST,NEW YOR	7288
CHOIR SCHL OF ST. THOMAS	123 W. 55 ST,NEW YO	7296
CHRIST CRUSADER ACAD SCHL	302 W. 124 ST,NEW YO	7298
CHRIST LUTHERAN SCHL	248-01 FRNCS LWIS BL	7301
CHRIST THE KING REGIONAL HS	68-02 MTROPLITAN AV,	7306
CHRIST THE KING SCHL	1345 GRAND CONCOURSE	7303
CITY & COUNTRY SCHL, THE	146 W. 13 ST,NEW YOR	7311
COLLEGIATE SCHL	241 W. 77 ST,NEW YOR	7313
COLUMBIA GRAMMAR & PREP SCHL	5 W. 93 ST,NEW YORK	7316
CONVENT OF THE SACRED HEART	1 E. 91 ST,NEW YORK	7321
CORPUS CHRISTI SCHL	31-29 60 ST,WOODSID	7236
CORPUS CHRISTI SCHL	535 W. 121 ST,NEW YO	7323
CRISTO REY HIGH SCHOOL	112 E. 106 ST,NY,NY	7328
CROWN HEIGHTS YESHIVA	6363 AVE U,BROOKLYN	7331
DALTON SCHL	108 E. 89 AT,NEW YOR	7333
DAVID GRAYSON CHRISTIAN ACADEMY	1237 EASTER PARKWAY	7334

DE LA SALLE ACAD	202 W. 97 ST,NEW YOR	7341
DOMINICAN ACAD HS	44 E.68 ST,NEW YORK	7343
DOMINICAN COMMERCIAL HS	161-06 89 AV,JAMAIC	7346
DWIGHT SCHL	402 E. 67 ST,NEW YOR	7353
EAST NY ALLIANCE DAY SCHL	345 THATFORD AV,BROO	7361
EBENEZER M.-E.RUSSELL ELEMENTARY	991 EASTERN PARKWAY,	7367
EBENEZER PREP SCHL	5644 KIGNS HGWY,BROO	7366
EL BETHEL CHRISTIAN ACADEMY	900 JEWETT AVE 10314	7369
ELIZABETH IRWIN SCHL	40 CHARLTON ST,NEW Y	7371
ELTINGVILLE LUTHERAN SCHL	300 GENESEE AV,STATE	7376
EPIPHANY LUTHERAN SCHL	721 LINCOLN PL,BROOK	7381
EPIPHANY SCHL	234 E. 22 ST,NEW YOR	7378
EVANGEL CHRISTIAN SCHOOL	39-21 CRESCENT STREE	7382
EZRA ACAD OF QUEENS SCHL	119-45 UNION TKPE FO	7383
FELLOWSHIP OF LEARNING SCHL	166 W. 92 ST,NEW YOR	7388
FIELDSTON SCHL	FIELDSTON RD,BRONX N	7391
FLATBUSH ACAD	2301 SNYDER AV,BROOK	7393
FLATBUSH SDA SCHL	5810 SNYDER AVE,BROO	7396
FLUSHING CHRISTIAN DAY SCHL	158-15 OAK AV,FLUSHI	7401
FONTBONNE HALL ACAD	9901 SHORE RD,BROOKL	7403
FORDHAM PREP SCHL	E FORDHAM RD,BRONX N	7406
FRANCIS HS	70 JACKSON ST,STATEN	7413
FRIENDS SEMINARY HS	222 E. 16 ST,NEW YOR	7421
GARDEN SCHL	33-16 79 ST,JACKSON	7426
GATEWAY ACADEMY	200 BOSCOMBE AVENUE	7425
GELLER HOUSE SCHL	77 CHICAGO AV,STATEN	7428
GEORGE WASHINGTON JHS	155 WASHINGTON PL,RI	7431
GLAD TIDINGS ACAD	2 VAN COURTLANDT AV,	7436
GOOD SHEPHERD SCHL	620 ISHAM ST,NEW YOR	7441
GOOD SHEPHERD SCHL	1943 BROWN ST,BROOKL	7443
GRACE CHURCH SCHL	86 4 AV,NEW YORK NY	7446
GRACE LUTHERAN SCHL	2930 VALENTINE AV,BR	7451
GRACE LUTHERAN SCHL	100-05 SPRNGFLD BL,Q	7453
GREATER NEW YORK ACAD	41-32 58 ST,WOODSID	7458
GREEK AMERICAN INST SCHL	3573 BRUCKNER BL,BRO	7461
GREENWICH VILL NGHBRHD SCHL	219 SULLIVAN ST,NEW	7466
GUARDIAN ANGEL SCHL	193 10 AV,NEW YORK	7468
HAITIAN ACAD SCHL	15 SNYDER AV,BROOKLY	7471
HANSON PLACE SDA SCHL	38 LAFAYETTE AV,BROO	7478
HEBREW ACAD OF WEST QUEENS	88-01 102ND STREET R	7486
HERITAGE ACAD	1501 RICHMOND AV,STA	7493
HEWITT SCHL, THE	45 E 75 ST,NEW YORK	7496
HOLY CHILD JESUS SCHL	111-02 86 AV,RICHMN	7503
HOLY CROSS HS	26-20 FRNCS LEWIS BL	7511
HOLY CROSS P B STATHAKOS	8502 RIDGE BL,BROOKL	7516

HOLY CROSS SCHL	56-01 61 ST, MASPETH	7506
HOLY CROSS SCHL	1846 RANDALL AV, BRON	7508
HOLY CROSS SCHL	2520 CHURCH AV, BROOK	7513
HOLY CROSS SCHOOL	332 WEST 43RD STREET	7504
HOLY FAMILY SCHL	74-15 175 ST, FLUSHI	7518
HOLY FAMILY SCHL	2169 BLACKROCK AV, BR	7521
HOLY FAMILY SCHL	E 98 ST & FLTLNDS AV	7523
HOLY GHOST UKRAINIAN SCHL	161 N 5 ST, BROOKLYN	7528
HOLY NAME OF MARY SCHOOL	90 S. GROVE ST, 11580	7537
HOLY NAME SCHL	202 W 97 ST, NEW YORK	7533
HOLY NAME SCHL	241 PROSPECT AV W, BR	7536
HOLY ROSARY SCHL	1500 ARNOW AV, BRONX	7538
HOLY ROSARY SCHL	100 JEROME AV, BRONX	7541
HOLY ROSARY SCHOOL	100 JEROME AVE STATE	7542
HOLY SPIRIT SCHL	1960 UNIVERSITY AV, B	7543
HOLY SPIRIT SCHL	560 STERLING PL, BROO	7546
HOLY SPIRIT SCHL	1668 46 ST, BROOKLYN	7548
HOLY TRINITY COMMUNITY SCHL	90-20 191 ST, HOLLIS	7551
HOLY TRINITY SCHL	14-45 143 ST, WHITES	7553
HORACE MANN-BARNARD SCHL	231 W 246 ST, BRONX N	7558
HUNTER COLLEGE HS	94 ST & PARK AV, NEW	7573
IDEAL MONTESORRI SCHOOL	87-41 165TH ST., JAM	7574
IMMACULATE CONCEPTION SCHL	760 E GUN HILL RD, BR	7578
IMMACULATE CONCEPTION SCHL	179-14 DALNY RD, JAMA	7581
IMMACULATE CONCEPTION SCHL	21-63 29 ST, ASTORIA	7583
IMMACULATE CONCEPTION SCHL	419 E. 13 ST, NEW YOR	7586
IMMACULATE CONCEPTION SCHL	378 E. 151 ST, BRONX	7591
IMMACULATE HEART SCHL	3002 FT HAMILTON PKY	7593
IMMANUEL LUTHERAN SCHL	12-10 150 ST, WHITES	7596
IMMCAULATE CONCEPTION SCHL	104 GORDON ST, STATEN	7588
INCARNATION SCHL	570 W. 175 ST, NEW Y	7598
INCARNATION SCHL	89-15 FRNCS LEWS BL,	7601
INTERNATIONAL CHRIST SCHL	302 VANDERBILT AV, BR	7603
JACKSON HEIGHTS SDA SCHL	72-25 WOODSIDE AV, WO	7608
JAMAICA DAY SCHL	84-35 152 ST, JAMAIC	7611
JAPANESE SCHL OF NY	196-25 PECK AV, FLUSH	7613
JEWISH FOUNDATION SCHL	400 COSWELL AVE STAT	7616
JEWISH INSTITUTE OF QUEENS GYMNASIA	60-05 WOODHAVEN BLVD	7614
JUNIOR ACAD SCHL	856 QUINCEY ST, BROOK	7633
KESSER MALKA YESHIVA	1019 46TH STREET BRO	7643
KEW FOREST SCHL	119-17 UNION TPKE, FO	7646
KINNERET DAY SCHL	2600 NETHERLAND AV, B	7648
LA SALLE ACAD SCHL	44 E.2 ST, NEW YORK N	7653
LAVELLE SCHL FOR THE BLIND	38-30 PAULDING AV, BR	7656
LEAGUE SCHL	567 KINGSTON AV, BROO	7663

LEARNING CIRCLE, THE	47 W. 13 ST,NEW YORK	7665
LEIF ERICSON SCHL	1037 72 ST,BROOKLYN	7668
LENOX SCHL	170 E. 70 ST,NEW YOR	7671
LEXINGTON SCHL FOR THE DEAF	30 AV & 75 ST,JACKSO	7676
LINDEN SDA SCHL	137-01 228 ST,LAUREL	7678
LITTLE RED SCHOOLHOUSE	61 BLEEKER ST,NEW YO	7681
LORGE SCHL	320 W. 31 ST,NEW YOR	7686
LOWELL SCHL	203-05 32 AV,BAYSID	7688
LOWELL SCHL	67-25 188 ST,FRSH ME	7691
LOYOLA SCHL, THE	980 PARK AV,NEW YORK	8695
LUBAVITCHER HS	841 OCEAN PKWY,BROOK	7698
LUTHERAN SCHL OF FLUSHING	36-01 BELL BLVD BAYS	7701
LYSEE FRANCAIS DE NEW YORK	3 E. 95 ST,NEW YORK	7703
MAGEN DAVID YESHIVA HS	7801 BAY PARKWAY,BKL	7706
MANHATAN COUNTRY SCHL	7 E. 96 ST,NEW YORK	7713
MANHATTAN CHRISTIAN ACAD	401 W. 205 ST,NEW YO	7711
MANHATTAN DAY SCHL	310 W. 75 ST,NEW YOR	7716
MARTIN LUTHER HS	BOX 17,MASPETH NY 11	7721
MARY LOUIS ACAD, THE	176-21 WEXFORD TER,J	7726
MARY QUEEN OF HEAVEN SCHL	1326 E. 57 ST,BROOKL	7728
MARYMOUNT SCHL	1026 5 AV,NEW YORK	7731
MARY'S NATIVITY SCHL	126-28 JASMINE AV,FL	7733
MCBURNEY SCHL	15 W. 63 ST,NEW YORK	7801
MELROSE COMMUNITY SCHL	838 BROOK AV,BRONX N	7738
MESIVTA LEV BONIM	8700 AVENUE K, BROOK	7009
MESIVTAH JERUSALEM SCHL	145 E. BROADWAY,NEW	7748
METROPOLITAN BAPTIST SCHL	1624 84 ST,BROOKLYN	7751
MILL HARBOUR SCHL	2475 RALPH AV,BROOKL	7753
MONSIGNOR FARRELL SCHL	2900 AMBOY RD,STATEN	7756
MONSIGNOR MCLANCY MEM HS	L71-06 31 AV,E ELMHU	7758
MONSIGNOR SCANLON ACAD	915 HTCHNSN RIV PKY,	7763
MONTESSORI ACAD SCHL	105 8 AV,BROOKLYN N	7766
MOORE CATHOLIC HS	180 MERRILL AV,STATE	7806
MOST HOLY REDEEMER SCHL	220 E. 4 ST,NEW YORK	7768
MOST HOLY TRINITY SCHL	140 MONTROSE AV,BROO	7771
MOST PRECIOUS BLOOD SCHL	32-52 37 ST,LONG IS	7773
MOST PRECIOUS BLOOD SCHL	133-157 27 AV,BROOK	7776
MOTHER CABRINI SCHL	701 FT WSHNGTN AV,NE	7778
MT CARMEL/HOLY ROSARY SCHL	371 PLEASANT AV,NEW	7781
MT OLIVES SCHL	975 BUSHWICK AV,BROO	7783
MT PISGAH SCHL	760 DEKALB AV,BROOKL	7786
MT ST MICHAEL ACAD SCHL	4300 MURDOCK AV,BRON	7793
NATIVITY BVM SCHL	92 ST & ROCKAWAY BL,	7811
NATIVITY MISSION SCHL	204 FORSYTH ST,NEW Y	7816
NATIVITY OF OUR BLESSED LADY	3893 DYRE AV,BRONX N	7813

NAZERETH REGIONAL SCHL	E 57 ST & AVE D,BROO	7818
NEFESH ACADEMY	2005 EAST 17 STREET	7820
NEW BEDFORD/STUYVESANT SCHL	82 LEWIS AV,BROOKLYN	7823
NEW LINCOLN SCHL, THE	210 E. 77 ST,NEW YOR	7826
NEW VISTAS SCHL	1886 NOSTRAND AV,BRO	7836
NIGHTINGALE BAMFORD SCHL	20 E. 93 ST,NEW YOR	7846
NORTHEASTERN ACAD	532 W. 215 ST,NEW YO	7856
NOTRE DAME ACAD SCHL	76 HOWARD AV,STATEN	7858
NOTRE DAME ACADEMY HS	134 HOWARD AV,STATEN	7861
NOTRE DAME SCHL	327 W. 13 ST,NEW YOR	7863
O/L HELP OF CHRISTIANS	23 SUMMIT ST,STATEN	7871
O/L HELP OF CHRISTIANS	1340 E. 29 ST,BROOKL	7873
O/L OF ANGELS SCHL	2865 CLAFLIN AVE,BRO	7876
O/L OF ANGELS SCHL	337 74 ST,BROOKLYN	7878
O/L OF CZESTOCHOWA SCHL	169 25 ST,BROOKLYN	7881
O/L OF FATIMA SCHL	25-38 80 ST,JACKSON	7883
O/L OF GOOD COUNSEL SCHL	42 AUSTIN PL,STATEN	7886
O/L OF GOOD COUNSEL SCHL	323 E. 91 ST,NEW YOR	7888
O/L OF GRACE SCHL	158-20 101 ST,HOWAR	7891
O/L OF GRACE SCHL	3981 BRONXWOOD AVE,B	7893
O/L OF GRACE SCHL	385 AVE W,BROOKLYN N	7896
O/L OF GUADALUPE SCHL	1518 73 ST,BROOKLYN	7898
O/L OF HOPE SCHL	61-21 71 ST,MIDDLE	7901
O/L OF LORETTO SCHL	2365 PACIFIC ST,BROO	7903
O/L OF LOURDES SCHL	92-80 220 ST,QUEENS	7906
O/L OF LOURDES SCHL	2-12 ABERDEEN ST,BRO	7908
O/L OF LOURDES SCHL	468 W. 143 ST,NEW YO	7911
O/L OF MARTYRS SCHL	71 ARDEN ST,NEW YORK	7913
O/L OF MERCY SCHL	70-25 KESSEL ST,FORE	7916
O/L OF MERCY SCHL	2512 MARION AV,BRONX	7918
O/L OF MIRACLES SCHL	744 E. 87 ST,BROOKLY	7921
O/L OF MT CARMEL SCHL	2465 BATHGATE AV,BRO	7923
O/L OF MT CARMEL SCHL	23-15 NEWTOWN AV,AST	7928
O/L OF MT CARMEL SCHL	10 WITHERS ST,BROOKL	7931
O/L OF MT CARMEL/ST BENEDICTA	285 CLOVE RD,STATEN	7936
O/L OF PEACE SCHL	512 CARROLL ST,BROOK	7938
O/L OF PERPETUAL HELP	111-10 115 ST,S OZO	7941
O/L OF PERPETUAL HELP	5902 6 AVE,BROOKLYN	7946
O/L OF PERPETUAL HELP HS	550 59 ST,BROOKLYN	7951
O/L OF POMPEII SCHL	240 BLEEKER ST,NEW Y	7953
O/L OF REFUGE SCHL	2708 BRIGGS AVE,BRON	7958
O/L OF SOLACE SCHL	2665 W. 19 ST,BROOKL	7961
O/L OF SOLACE SCHL	1804 HOLLAND AV,BRON	7963
O/L OF SORROWS SCHL	219 STANTON ST,NEW Y	7966
O/L OF SORROWS SCHL	35-34 105 ST,CORONA	7968

O/L OF THE ANGELS SCHL	98-05 63 DR,REGO PA	7971
O/L OF THE ASSUMPTION SCHL	1617 PARKVIEW AV,BRO	7973
O/L OF THE BLESSED SACRAMENT	34-45 202 ST,BAYSIDE	7976
O/L OF THE CENACLE SCHL	87-25 136 ST,RICHMND	7978
O/L OF THE MIRACULOUS MEDAL	61 & BLEEKER STS,RID	7981
O/L OF THE SNOW SCHL	79-33 258 ST,FLORAL	7983
O/L PERPETUAL HELP BSNS SCHL	328 E 62 ST,NEW YORK	7948
O/L QUEEN OF ANGELS SCHL	232 E. 113 ST,NEW YO	7991
O/L QUEEN OF MARTYRS	72-55 AUSTIN ST,FORE	7993
O/L QUEEN OF PEACE SCHL	22 STEELE ST,STATEN	7996
O/L STAR OF THE SEA SCHL	5411 AMBOY RD,STATEN	7998
OAKVIEW SCHOOL	29 CHESTNUT STREET,	7868
OUR LADY QUEEN OF MARTYRS	71 ARDEN ST,NY,NY	7999
OUR SAVIOR LUTHERAN SCHL	1734 WMSBRIDGE RD,BR	8003
OUR SAVIOR LUTHERAN SCHL	64-33 WOODHAVEN BL,R	8006
PACKER COLLEGIATE INST	170 JORELEMON ST,BRO	8008
PARK EAST ESHI DDY SCHL	164 E. 68 ST,LNEW YO	8013
PELLETIER SCHL	147 W. 70 ST,NEW YOR	8018
PILGRIM CHRISTIAN ACAD	600 CENTRAL AV,BROOK	8021
POLY PREP COUNTRY DAY SCHL	92 ST & 2 AVE,BROOKL	8028
POUGHKEEPSIE DAY SCHOOL	260 BOARDMAN RD. POU	7714
PRESERVATION OF BVM SCHL	88-13 PARSONS BL,JAM	8031
PRESTON HS	2780 SCHURZ AV,BRONX	8036
PROFESSIONAL CHILDREN'S SCHL	132 W. 60 ST,NEW YOR	8038
PROSPECT PARK YESHIVA HS	1601 AVE R,BROOKLYN	8041
QUEEN OF ALL SAINTS SCHOOL	VNDRBLT & LFYTTE AVS	7411
QUEEN OF PEACE SCHL	141-25 77 RD,FLUSHI	8046
QUEENS LUTHERAN SCHL	31-20 37 ST,LONG IS	8051
RABBI HARRY HALPERN SCHL	1625 OCEAN AVE,BROOK	8053
RAMAZ UPPER SCHL	60 E. 78 ST,NEW YORK	8056
REDEEMER LUTHERAN SCHL	36-01 BELL BL,BAYSID	8061
REDEEMER LUTHERAN SCHL	69-26 COOPER AV,GLEN	8063
REGINA PACIS SCHL	1201 66 ST,BROOKLYN	8066
REGIS HS	55 E 84 ST,NEW YORK	8068
RESURRECTION SCHL	282 W. 151 ST,NEW YO	8073
RESURRECTION SCHL	2335 GERRITSEN AVE,B	8076
RESURRECTION-ASCENSE SCHL	85-25 61 RD,REGO PA	8071
RFK INCENTIVE SCHL	284 WARRICK ST,BROOK	8096
RICE HS	74 W. 124 ST,NEW YOR	8083
RICHMONDTOWN PREP SCHL	1800 HYLAN BLVD STAT	8086
RIVERDALE COUNTRY DAY SCHL	5250 FIELDSTON RD,BR	8091
ROBERT GORDIS DAY SCHL	445 BEACH 135 ST,ROC	8093
ROBERT LOUIS STEVENSON SCHL	24 W. 74 ST,NEW YORK	8098
RUDOLF STEINER SCHL	15 E. 79 ST,NEW YORK	8108
S.A.R. ACAD655 W.	254 ST,BRONX NY 1047	8806

SACRED HEART	34 CONVENT AVENUE	8136
SACRED HEART BAYSIDE	216-01 38 AV,BAYSID	8133
SACRED HEART MIDDLE SCHL	1248 NELSON AV,BRONX	8138
SACRED HEART PRIVATE SCHL	1651 ZEREGA AV,BRONX	8141
SACRED HEART SCHL	456 W. 52 ST,NEW YOR	8121
SACRED HEART SCHL	84-05 78 ST,GLENDAL	8123
SACRED HEART SCHL	301 N BURGHER AV,STA	8128
SACRED HEART SCHL	115-50 221 ST,QUEEN	8131
SACRED HEART/ST. STEPHEN	135 SUMMIT ST,BROOKL	8143
SANTA MARIA SCHL	1510 ZEREGA AV,BRONX	8748
SARA SCHEINER HS/TCHRS SEMNRY	4622 14 AV,BROOKLYN	8751
SCHL OF TRANSFIGURATION98-07	38 AV,CORONA NY 1136	8756
SCUOLA D'ITALIA/SCUOLA MEDIA	10 LEROY ST,NEW YORK	8758
SEARING SCHL	20 W. 23 ST,NEW YORK	8761
SEPHARDIC HS	511 AVE R,BROOKLYN	8763
SEVENTH DAY ADVENTIST SCHL	920 PARK PL,BROOKLYN	8766
SHEVACH HS	75-09 MAIN ST,FLUSHI	8771
SHULAMITH SCHL	1277 E. 14 ST,BROOKL	8773
SINAI ACADEMY HIGH SCHOOL	2025 79TH ST., BROOK	8775
SOLOMON SCHECHTER OF NY	1 WEST 91 ST. NY, NY	8979
SOLOMON SCHECTER HS	500 CHURCH AV,BROOKL	8791
SOLOMON SCHECTER SCHL OF QUNS	76-16 PARSONS BL,FLU	8778
SOTERIOS ELLENAS SCHL	224 18 ST,BROOKLYN	8786
SPENCE SCHL	22 E. 91 ST,BROOKLYN	8793
ST ADALBERT SCHL	52-17 83 ST,ELMHURS	8148
ST ADALBERT SCHL	355 MORNINGSTAR RD,S	8151
ST ADALBERT SCHL	419 E. 155 ST,BRONX	8153
ST AGATHA SCHL	736 48 ST,BROOKLYN	8156
ST AGNES BOYS HS	555 WEST END AVE, NY	8158
ST AGNES SCHL	2221 AVE R BROOKLYN,	8166
ST AGNES SEMINARY SCHL	2221 AVE R,BROOKLYN	8168
ST ALOYSIUS SCHL	223 W 132 ST,NEW YOR	8171
ST ALOYSIUS SCHL	360 SENACA ST,RIDGEW	8173
ST ANASTASIA SCHL	45-11 245 ST,DOUGLA	8176
ST ANDREW AVELLINO SCHL	35-50 158 ST,FLUSHI	8178
ST ANDREW EPISCOPAL SCHL	50 ANCHOR AV,OCEANSI	8181
ST ANGELA HALL ACAD	290 WASHINGTON AV,BR	8183
ST ANGELA MARICI SCHL	266 E. 163 ST,BRONX	8186
ST ANN SCHL	125 CROMWELL AV,STAT	8188
ST ANN'S SCHL	142-45 58 RD,FLUSHI	8191
ST ANN'S SCHL	3511 BAINBRIDGE AV,B	8193
ST ANN'S SCHL	314 E. 110 ST,NEW YO	8196
ST ANN'S SCHL	129 PIERREPOINT ST,B	8198
ST ANSELM SCHL	685 TINTON AV,BRONX	8203
ST ANSELM SCHL	83 ST & 4 AV,BROOKLY	8206

ST ANTHONY CHRISTIAN ACAD	666 ESSEX ST,BROOKLY	8216
ST ANTHONY OF PADUA SCHL	125-18 ROCKAWAY BL,S	8218
ST ANTHONY SCHL	60 MACDOUGAL ST,NEW	8208
ST ANTHONY SCHL	4520 MATILDA AV,BRON	8211
ST ANTHONY SCHL	1776 MANSION ST,BRON	8213
ST ANTHONY/ST ALPHONSUS	725 LEONARD ST,BROOK	8221
ST ATHANASIUS SCHL	6120 BAY PKWY,BROOKL	8223
ST ATHANASIUS SCHL	830 SOUTHERN BL,BRON	8226
ST AUGUSTINE SCHL FOR THE ARTS	1176 FRANKLIN AV,BRO	8228
ST AUGUSTINE/ST FRANCIS	763 PRESIDENT ST,BRO	8231
ST BARNABUS SCHL	413 E. 241 ST,BRONX	8233
ST BARTHOLOMEW SCHL	44-15 JUDGE ST,ELMHU	8236
ST BENEDICT SCHL	1016 EDISON AV,BRONX	8238
ST BENEDICT/LOSEPH LABER	94-25 117 ST,RICHMN	8241
ST BERNADETTE SCHL	1313 83 ST,BROOKLYN	8243
ST BERNARD SCHL	327 W. 13 ST,NEW YOR	8246
ST BERNARD'S SCHL	4 E. 98 ST,NEW YORK	8248
ST BERNARD'S SCHL	2030 E. 69 ST,BROOKL	8251
ST BONIFACE	621 ELMONT RD,ELMONT	8253
ST BRENDAN'S SCHL	1520 E. 13 ST,BROOKL	8256
ST BRENDAN'S SCHL	268 E. 207 ST,BRONX	8258
ST BRIGID SCHL	438 GROVE ST,BROOKLY	8261
ST BRIGID SCHL	185 E. 7 ST,NEW YOR	8263
ST CAMILLUS SCHL	185 BEACH 99 ST,ROCK	8266
ST CATHERINE ACAD	2250 WMSBRIDGE RD,BR	8268
ST CATHERINE OF GENOA	508 W. 153 ST,NEW YO	8273
ST CATHERINE OF GENOA	870 ALBANY AV,BROOKL	8276
ST CATHERINE OF SIENNA	118-34 RIVERTON ST,S	8281
ST CECELIA SCHL	220 E. 106 ST,NEW YO	8286
ST CECELIA'S SCHL	1-15 MONITOR ST,BROO	8288
ST CHARLES BORROMEO SCHL	214 W. 142 ST,NEW YO	8293
ST CHARLES SCHL	200 PENN AV,STATEN I	8291
ST CHRISTOPHER SCHL	15 LISBON PL,STATEN	8298
ST CLARE SCHL	151 LINDENWOOD RD,ST	8301
ST CLARE SCHL	137-25 BROOKVILLE BL	8306
ST CLARE'S SCHL	1911 HONE AV,BRONX N	8303
ST DEMETRIUS SCHL	30-03 30 DR,LONG IS	8316
ST DOMINIC RC SCHL	1684 WHITE PLAINS RD	8321
ST EDMUND HS	2474 OCEAN AV,BROOKL	8323
ST ELIZABETH SCHL	94-01 85 ST,OZONE P	8326
ST ELIZABETH SETON SCHL	751 KNICKERBOCKER AV	8331
ST ELIZABETH'S SCHL	612 W. 187 ST,NEW YO	8328
ST EPHREN SCHL	7425 FT HAMITLON PKY	8333
ST FIDELIS SCHL	124-06 14 AV,COLLEG	8336
ST FINBAR SCHL	1825 BATH AV,BROOKLY	8338

ST FORTUNATA RC SCHL	2635 LINDEN BL,BROOK	8341
ST FRANCES CABRINI SCHL	181 SUYDAM ST,BROOKL	8343
ST FRANCES D'CHANTAL	1273 57 ST,BROOKLYN	8351
ST FRANCES DE CHANTAL	2962 HARDING AV,BRON	8348
ST FRANCES OF ROME SCHL	4321 BARNES AV,BRONX	8353
ST FRANCIS DE SALES SCHL	116 E. 97 ST,NEW YO	8356
ST FRANCIS DE SALES SCHL	219 BEACH 129 ST,BEL	8358
ST FRANCIS OF ASSISI SCHL	21-18 46 ST,LONG IS	8363
ST FRANCIS OF ASSISI SCHL	400 LINCOLN RD,BROOK	8366
ST FRANCIS OF ASSISI SCHL	4300 BAYCHESTER AV,B	8368
ST FRANCIS OF PAOLA SCHL	201 CONSELYEA ST,BRO	8371
ST FRANCIS PREP SCHL	6100 FRANCIS LWS BL,	8373
ST FRANCIS XAVIER SCHL	1171 HAIGHT AV,BRONX	8378
ST GABRIEL SCHL	97 ST & ASTORIA BL,E	8381
ST GABRIEL'S SCHL	590 W. 235 ST,BRONX	8383
ST GEORGE SCHL	215 E. 6 ST,NEW YORK	8388
ST GERARD MEJELLA	188-16 91 AV,HOLLIS	8391
ST GREGORY THE GREAT SCHL	138 W. 90 ST,NEW YO	8393
ST GREGORY THE GREAT SCHL	244-44 87 AV,BELLER	8396
ST HEDWIG SCHL	2 DEPAN AV,FLORAL PA	8398
ST HELEN SCHL	83-09 157 AV,HOWARD	8401
ST HELENA COMMERCIAL HS	925HTCHNSN RIV PKY,B	8403
ST HILDA'S & ST HUGH'S	619W. 114 ST,NEW YOR	8406
ST IGNATIUS LOYOLA SCHL	48 E. 84ST,NEW YORK	8408
ST JAMES SCHL	37 ST. JAMES PL,NEW	8411
ST JEAN BAPTIST HS	173 E. 75 ST,NEW YOR	8413
ST JEROME SCHL	465 E. 29 ST,BROOKLY	8416
ST JEROME SCHL	222 ALEXANDER AV,BRO	8418
ST JOAN OF ARC SCHL	35-27 82 ST,JACKSON	8426
ST JOHN CANTIUS SCHL	VERMONT AV/BLAKE ST,	8428
ST JOHN CHRYSOSTOM SCHL	1144 HOE AV,BRONX NY	8431
ST JOHN NEUMANN SCHL	237 JEROME AV,BROOKL	8436
ST JOHN THE EVANGELIST	195 MANJER ST,BROOKL	8438
ST JOHN VIANNEY SCHL	2141 SEWARD AV,BRONX	8443
ST JOHN VILLA ACAD	26 LANDIS AV,STATEN	8441
ST JOHN VILLA ACAD SCHL	57 CLEVELAND PL,STAT	8446
ST JOHN/HOLY FAMILY SCHL	259 21 ST,BROOKLYN	8433
ST JOHN'S LUTHERAN SCHL	123-07 22 AV,COLLEG	8448
ST JOHN'S LUTHERAN SCHL	88-24 MYRTLE AV,GLEN	8451
ST JOHN'S LUTHERAN SCHL	663 MANOR RD,STATEN	8453
ST JOHN'S PREP SCHL	2121 CRESCENT ST,AST	8456
ST JOHN'S SCHL	30-30 GODWIN TER,BRO	8458
ST JOSEPH BY THE SEA	5150 HYLAN BL,STATEN	8486
ST JOSEPH HILL ACAD	850 HYLAN BL,STATEN	8488
ST JOSEPH HS	80 WILLOUGHBY ST,BRO	8468

ST JOSEPH OF YORKVILLE	420 E. 87 ST,NEW YOR	8476
ST JOSEPH PAROCHIAL SCHL	139 ST. MARY'S AV,ST	8493
ST JOSEPH SCHL	111 WASHINGTON PL,NE	8461
ST JOSEPH SCHL	1-2 MONROE ST,NEW YO	8463
ST JOSEPH SCHL	168 MORNINGSIDE AV,N	8466
ST JOSEPH SCHL	108-43 SUTPHIN BL,JA	8471
ST JOSEPH SCHL	28-46 44 ST,ASTORIA	8473
ST JOSEPH'S PARIS DAY SCHL	99-10 217 LA,QUEENS	8491
ST JOSEPH'S SCHL	1946 BATHGATE AV,BRO	8481
ST JUDE SCHL	433 W. 204 ST,NEW YO	8496
ST JUDE SCHL	1696 CANARSIE RD,BRO	8498
ST KEVIN'S SCHL	45-50 195 ST,FLUSHI	8501
ST LEO SCHL	104-19 49 AV,CORONA	8503
ST LUCY SCHL	340 E. 104 ST,NEW YO	8506
ST LUCY SCHL	830 MACE AV,BRONX NY	8508
ST LUKE SCHL	487 HUDSON ST,NEW YO	8513
ST LUKE'S SCHL	608 E. 177 ST,BRONX	8516
ST LUKE'S SCHL	16-01 150 PL,WHITES	8518
ST MARGARET MARY SCHL	121 E. 177 ST,BRONX	8523
ST MARGARET OF CORTONA	452 W. 260 ST,BRONX	8526
ST MARGARET SCHL	556 LINCOLN AV,STATE	8521
ST MARGARET'S SCHL	66-10 80 ST,MIDDLE	8528
ST MARK THE EVANGELIST	55 W. 138 ST,NEW YOR	8531
ST MARK'S DAY SCHL	1436 PRESIDENT ST,BR	8533
ST MARK'S LUTHERAN SCHL	626 BUSHWICK AV,BROO	8536
ST MARK'S SCHL	2602 E. 19 ST,BROOKL	8541
ST MARTIN OF TOURS SCHL	695 E. 182 ST,BRONX	8543
ST MARY GATE OF HEAVEN	104-06 101 ST,OZONE	8553
ST MARY MOTHER OF JESUS	8401 23 AV,BROOKLYN	8556
ST MARY OF THE ASSUMPTION	26 SHARPE AV,STATEN	8558
ST MARY SCHL	1124 BAY ST,STATEN I	8546
ST MARY SCHL	3956 CARPENTER AV,BR	8551
ST MARY STAR OF THE SEA	467 COURT ST,BROOKLY	8561
ST MARY STAR OF THE SEA	595 BEACH 19 ST,FAR	8563
ST MARY STAR OF THE SEA	580 MINNEFORD AV,BRO	8566
ST MARY'S SCHL	10-24 49 ST,LONGISL	8571
ST MARY'S SCHOOL	51 CLAPHAM AVE,11030	8572
ST MATHIAS SCHL	58-25 CATALPA AV,RID	8578
ST MEL'S SCHL	154-24 26 AV,QUEENS	8581
ST MICHAEL HS	425 W. 33 ST,NEW YOR	8586
ST MICHAEL SCHL	136-58 41 AV,FLUSHI	8583
ST MICHAEL SCHL	4222 4 AV,BROOKLYN	8588
ST NICHOLAS OF TOLENTINE	80-22 PARSONS BL,JAM	8591
ST NICHOLAS OF TOLENTINE	2335 UNIVERSITY AV,B	8593
ST NICHOLAS OF TOLENTINE	2336 ANDREWS AV,BRON	8596

ST NICHOLAS SCHL	287 POWERS ST,BROOKL	8598
ST PANCRAS SCHL	68-20 MYRTLE AV,GLEN	8601
ST PASCAL BABYLON SCHL	112-35 199 ST,ST ALB	8603
ST PATRICK SCHL	233 MOTT ST,NEW YORK	8606
ST PATRICK SCHL	3560 RICHMOND RD,STA	8608
ST PATRICK SCHL	39-37 28 ST,LONG IS	8611
ST PATRICK'S SCHL	420 95 ST,BROOKLYN N	8616
ST PAUL SCHL	114 E. 128 ST,NEW YO	8618
ST PAUL SCHL	129 CLINTON AV,STATE	8626
ST PAUL'S EPISCOPAL SCHL	13-21 COLLEGE PT BL,	8631
ST PAUL'S LUTHERAN SCHL	334 S. 5 ST,BROOKLYN	8623
ST PETER CLAVER SCHL	149-18 JAMAICA AV,JA	8641
ST PETER'S BOY'S HS	200 CLINTON AV,STATE	8646
ST PETER'S SCHL	300 RICHMOND TER,STA	8643
ST PHILLIP NERI SCHL	3031 GRANDCONCOURSE,	8651
ST PIUS V HS	500CORTLANDT AV,BRON	8653
ST PIUS X	147-65 249TH STREET	8652
ST RAYMOND ACADEMY FOR GIRLS	2380E. TREMONT AV,BR	8656
ST RAYMOND ELEMENTARY	2380 E. TREMONT AVE	8655
ST ROBERT BELLARMINE SCHOOL	56-10 214TH STREET B	8665
ST ROSE OF LIMA SCHL	517W. 164 ST,NEW YOR	8658
ST ROSE OF LIMA SCHL	BEACH 84 ST,ROCKAWAY	8661
ST SAVIOR SCHL	590 6 ST,BROOKLYN N	8663
ST SEBASTIAN SCHL	39-76 58 ST,WOODSID	8666
ST SERGIUS HS	1190 PARK AV,NEW YOR	8668
ST SIMON STOCK SCHL	2195 VALENTINE AV,BR	8673
ST SPYRIDON SCHL	120 WADSWORTH AV,NEW	8676
ST STANISLAUS B&M	90-01 101 AV,OZONE P	8678
ST STANISLAUS KOSTKA SCHL	10 NEWEL ST,BROOKLY	8683
ST STANISLAUS KOSTKA SCHL	61-17 GRAND AV,MASPE	8686
ST STANISLAUS SCHL	104 ST. MARK'S PL,NE	8681
ST STEPHEN OF HUNGARY	402 E. 82 ST,NEW YOR	8691
ST STEPHEN'S LUTHERAN SCHL	2806 NEWKIRK AV,BROO	8693
ST SYLVESTER SCHL	884 TARGEE ST,STATEN	8696
ST SYLVESTER SCHL	396 GRANT AV,BROOKLY	8698
ST TERESA OF AVILA SCHL	109-55 128 ST,S OZO	8703
ST TERESA SCHL	50-15 44 ST,WOODSID	8701
ST TERESA SCHL	1633 VICTORY BL,STAT	8706
ST THERESA OF LISIEUX SCHL	4410 AVE D,BROOKLYN	8711
ST THERESA SCHL	2872 ST. THERESA AV,	8708
ST THOMAS APOSTLE SCHL	87-49 87 ST,WOODHAV	8713
ST THOMAS AQUINAS HS	BELMONT AV & 182 ST,	8723
ST THOMAS AQUINAS SCHL	1501 HENDRICKSON ST,	8716
ST THOMAS AQUINAS SCHL	1909 DALY AVE,BRONX	8718
ST THOMAS AQUINAS/HOLY FAMILY	211 8 ST,BROOKLYN N	8721

ST THOMAS COMMUNITY SCHL	259-61 W. 123 ST,NEW	8726
ST VINCENT DE PAUL SCHL	180 N. 7 ST,BROOKLYN	8731
ST VINCENT DE PAUL SCHL	1510 DE PAUL ST,ELMO	8733
ST VINCENT FERRER SCHL	151 E. 65 ST,NEW YOR	8736
ST VINCENT FERRER SCHL	1603 BROOKLYN AV,BRO	8738
ST VIRGILIUS SCHL	16 NOEL RD,BROAD CHN	8741
ST. AGNES ACADEMIC SCHOOL	13-20 124 STREET, CO	7010
ST. BARNABUS HIGH SCHOOL	425 E. 240 ST, BRONX	8234
ST. EDMUND'S ELEMENTARY SCHOOL	1902 AVE T,BROOKLYN,	8324
ST. PETER'S GIRL HIGH SCHOOL	300 RICHMOND TERRACE	8644
ST. RAFAEL SCHOOL	48-25 37TH STREET, L	8654
ST. RITA'S SCHOOL	260 SHEPHERD AVE,BRO	8660
ST. ROSE OF LIMA SCHOOL	259 PARKVILLE AVENUE	8659
STATEN ISLAND ACAD	715 TODT HILL RD,STA	8796
STELLA MARIA HS	BEACH 112 ST,ROCKAWA	8798
STS CYRIL & METHODIUS SCHL	96 DUPONT ST,BROOKLY	8313
STS JOACHIM & ANNE SCHL	218-19 105 AV,QUEEN	8421
STS JOSEPH & THOMAS	50 MAGUIRE AV,STATEN	8483
STS PETER & PAUL SCHL	838 BROOK AV,BRONX N	8633
STS PETER & PAUL SCHL	288 BERRY ST,BROOKLY	8638
STS PHILLIP & JAMES SCHL	1160 E. 213 ST,BRONX	8648
STS SIMON & JUDE SCHL	294 AVE T,BROOKLYN	8671
SUMMIT SCHOOL, THE	112-15 71 RD,FOREST	8808
THE ABRAHAM JOSHUA HESCHEL SCHOOL	20 W. END AVE, NY,NY	7014
THE CHURCHHILL SCHOOL & CENTER	301 E.29TH ST,NY,NY	8819
THE MCCARTON CENTER FOR DEV. PEDIA.	350 EAST 82 STREET,	7715
THREE HIERARCHS SCHL	1724 AVE P,BROOKLYN	8818
TIFERES ACADEMY	1960 SCHENECTADY AVE	8820
TORAACADEMY	2114 BROWN ST,BROOKL	8823
TORAH ACADEMY HIGHSCHOOL OF BKLYN	2066 EAST 9 TH STREE	9000
TOWNSCHL	540 E. 76 ST,NEW YOR	8826
TRANSFIGURATION SCHL	29 MOTT ST,NEW YORK	8828
TRANSFIGURATION SCHOOL	250 HOOPER ST,BROOKL	8001
TREVOR DAY SCHOOL	11E 89TH STREET,NY,N	8829
TRINITY LUTHERAN SCHL	309 ST. PAUL'S AV,ST	8833
TRINITY LUTHERAN SCHL	2125 WATSON AV,BRONX	8836
TRINITY SCHL	139 W. 91 ST,NEW YOR	8831
TUTORING SCHOOL OF NY	220 E. 50 ST,NEW YO	8841
UHURU SASA SCHL	357 SUMMER AV,BROOKL	8843
UNIQUE CHRISTIAN ACAD	2222 CHURCH AV,BROOK	8846
UNITEDNATIONS SCHL	24-50 E. RIVER DR,N	8851
UNITYCATHOLIC SCHL	991 ST. JOHN'S PL,B	8853
VILLAGE COMMUNITY SCHL	272 W. 10 ST,NEW YO	8861
VILLAMARIA ACAD	3335 COUNTRY CLUB RD	8858
VINCENT FERRER HS	151 EAST 65TH ST NYC	8862

VISITATION ACAD	RIDGE BL & 89 ST,BRO	8868
VISITATION SCHL	171 W, 239 ST,BRONX	8866
WALDEN SCHL	1 W. 88 ST,NEW YORK	8873
WEUSI SHULE SCHL	960 NEW YORK AV,BROO	8891
WHITESTONE ACAD SCHL	150-34 12 AV,WHITES	8893
WILLIAM SPYROPOULOS SCHL	196-10 NORTHERN BL,Q	8901
WINDSON SCHOOL, THE	4160 KISSENA BL,FLUS	8906
WINDWARD SCHOOL	WINDWOOD AVE WHITE P	7002
WINSTON PREP SCHL	4 W. 76 ST,NEW YORK	8908
WOODHULL SCHOOL, THE	196-10 WOODHULL AV,H	8911
WOODWARD PARK SCHL	40-50 PROSPECT PK W.	8923
XAVERIAN HS	7100 SHORE RD,BROOKL	8926
XAVIER HS	30 W. 16 ST,NEW YORK	8928
YELVERTON SCH	1180 REV POLITE AV,B	8931
YESHIVA ACAD OF SO QUEENS	115-70 LEFFERTS BL,Q	8933
YESHIVA ATERES YISROEL	8101 AVE K,BROOKLYN	8936
YESHIVA BETH RIFKA	310 CROWN ST,BROOKLY	8938
YESHIVA CHANNOCK LENNAR	876 EASTERN PKWY,BRO	8963
YESHIVA DOV REVEL	71-02 113 ST,FOREST	8941
YESHIVA HS OF FLATBUSH	1609 AVE J,BROOKLYN	8943
YESHIVA HS OF QUEENS	86-86 PALO ALTO ST,H	8951
YESHIVA MESIVTA HS	1593 CONEY ISLAND AV	8970
YESHIVA OF BROOKLYN	1470 OCEAN AV,BROOKL	8956
YESHIVA OF CENTRAL QUEENS	147-37 70 RD,FLUSHI	8961
YESHIVA OF FAR ROCKAWAY	802 HICKSVILLE RD,FA	8966
YESHIVA OF FLATBUSH	919 E. 10 ST,BROOKLY	8946
YESHIVA OF KING'S BAY	2611 AVE Z,BROOKLYN	8972
YESHIVA OF MANHATTAN BEACH	60 WEST END AV,BROOK	8974
YESHIVA OHEL MOSHE	7914 BAY PKWY,BROOKL	8953
YESHIVA OHR TORAH	66-35 108 ST,FOREST	8958
YESHIVA RABBI SOLOVEICHEK	560 W. 185 ST,NEW YO	8976
YESHIVA RAMBAM	3300 KING'S HIGHWAY,	8978
YESHIVA RSR HIRSH	91 BENNETT AV,NEW YO	8980
YESHIVA R'TZAHD	965 E. 107 ST,BROOKL	8982
YESHIVA SHAARE TORAH HS	1020 OCEAN PKWY,BROO	8984
YESHIVA SHARR HATORAH	83-96 117 ST,QUEENS	8990
YESHIVA TORAH VEMUNAH	1779 E. 172 ST,BRONX	8992
YESHIVA UNIVERSITY	2540 AMSTERDAM AV,NE	8994
YORK INSTITUTE	212 HICKS ST,BROOKLY	8996
YORK PREP SCHL	40 W. 68TH STREET NY	8998
ZIDI KUWA	306 DECATUR ST,BROOK	8999