

STATEWIDE ASSESSMENT PROGRAM

The District, in administering state-mandated assessments of student achievement, adheres to all rules, regulations and guidelines issued by the Ohio Department of Education (“ODE”). Questions or uncertain issues are verified and/or clarified when necessary through communication with the Office of Assessment and other appropriate state agencies on an as needed basis. The District, likewise amends and adjusts its testing program as appropriate and directed by ODE. District coordinators and administrators maintain awareness of changes through attendance at related meetings sponsored by ODE and other agencies.

Security Provisions

All test questions and test related materials are considered secure for the length of time established by law and are subject to both the Administrative and Revised Code of the State of Ohio.

The Board directs the Superintendent to establish written procedures to protect the security of the assessment materials from the time such materials are received in the school district until they are shipped to the scoring contractor, including procedures to investigate any alleged violation of a security provision or unethical testing practice, to determine whether or not to invalidate a student’s assessment score, and to report the finding of a violation to ODE.

The procedures shall specify how the procedures will be communicated in writing and discussed with all students and persons who have access to secure test materials by October 1 of each school year. Students and persons shall be reminded of these provisions prior to the beginning of each test administration period.

Standards of Ethical Practice

The Superintendent shall take necessary steps to ensure that all appropriate staff members have knowledge of the standards of ethical assessment practice and to monitor the practices of appropriate staff to ensure compliance with these standards.

The Superintendent shall establish written procedures for reviewing what materials and practices shall be used to prepare students for an assessment and to clearly communicate this information in writing at least once annually to all appropriate staff.

The Superintendent shall establish written procedures for investigating any complaint, allegation, or concern about an unethical and/or inappropriate practice that ensure protection of the rights of an individual and the integrity and results of the assessment.

LEGAL REFS.: O.R.C. §3301.0710
O.A.C. 3301-7-01; 3301-13-05

Adopted: August 12, 2014