

UINTAH SCHOOL DISTRICT POLICY ACTION REVIEW

1st Reading	11/13/19	New	
2nd Reading	11/13/19	Revised	
Approved	11/13/19	Substitute	X

006.0600 STANDARDIZED TESTING

(REVISES AND REPLACES POLICY 006.0600 STANDARDIZED TESTING LAST APPROVED 10/17/85)

1. PURPOSE AND PHILOSOPHY

To ensure that student progress is accurately measured through statewide achievement, assessments, the Board of Education of Uintah School District (Board) recognizes its responsibility to develop a comprehensive assessment system plan in accordance with state and federal laws. Information from such student assessments may be used by the Uintah School District (District), schools, and educators as an additional tool to plan, measure, and evaluate the effectiveness of the District's educational program

2. GUIDELINES AND PROCEDURES

It shall be the responsibility of the District's Assessment Director ("Director") to establish a Plan to Administer Statewide Assessments which includes District guidelines and procedures that District personnel shall follow when administering student assessments in accordance with state and federal laws, Utah State Board of Education (USBE) rules for statewide assessment administration, and USBE Standard Test Administration and Testing Ethics Policy. The guidelines and procedures shall contain, at a minimum:

- 2.1 Training Requirements;
- 2.2 Test Administration and Ethics;
- 2.3 Reporting of Violations;
- 2.4 Penalties; and
- 2.5 Student Participation and Exceptions.

3. STUDENT PARTICIPATION IN STATEWIDE ASSESSMENT

- 3.1 The District shall administer statewide assessments to all students enrolled in the grade level or course to which the assessment applies.
- 3.2 A student's IEP team, English Learner team, or Section 504 accommodation plan team shall determine an individual student's participation in statewide assessments consistent with Utah Participation and Accommodations Policy.
- 3.3 An educator may use a student's score on a statewide assessment to improve the student's academic grade for or demonstrate the student's competency within a relevant course.
- 3.4 No school or employee may provide a nonacademic reward to a student for merely taking a statewide assessment.

4. STUDENT EXEMPT FROM A STATEWIDE ASSESSMENT

- 4.1 A student's parent may exempt the student from a statewide assessment under Utah Code Ann. § 53G-6-803 and Utah Administrative Code R277-404-7.
- 4.2 A school or educator may not impose additional procedures to exercise this right nor may any penalty or adverse consequences will be imposed upon the student.
- 4.3 School grading, teacher evaluation, and student progress reports or grades may not be negatively impacted by students excused from taking a statewide assessment.

5. PRIVATE SCHOOL AND HOME SCHOOL PARTICIPATION IN STATEWIDE ASSESSMENTS

An annual calendar of assessment window dates, a list of applicable fees, and applications for participation may be obtained from the District's Assessment Department ("Department").

5.1 Private School Students

Private school students whose custodial parent resides within the District may be allowed to participate in statewide assessments at a District location as follows:

5.1.1 Applications for participation in statewide assessments must be received by the Department at least thirty (30) days prior to the opening of the applicable assessment window.

5.1.2 The Department shall respond to the application in a timely manner. If the application is approved, the response will include:

5.1.2.1 costs associated with the assessment(s);

5.1.2.2 the location(s) and time(s) for assessment;

5.1.2.3 assessment rules, including identification and proof of residency;

5.1.2.4 a list of implements or materials which the student may or may not bring to the assessment; and

5.1.2.5 any other information deemed relevant by the Department.

5.1.3 The number of private school students will be limited to space available after currently enrolled public school students have been accommodated.

5.1.4 Applicants shall pay, in advance, all District and state costs associated with participation in statewide assessments. Costs shall be calculated in accordance with Utah Administrative Code R277-604-3(4) and published in the District's guidelines and procedures annually.

5.1.5 In the event the applicant has an IEP or 504 Accommodation Plan in place requiring special accommodations, it is the responsibility of the applicant/parent to **indicate such at the time of application**. The Department shall review the requested accommodation(s) and determine the costs and feasibility of the request. The applicant shall be informed of the results of the determination prior to the testing date. Any costs related to providing the approved accommodations must be paid prior to the assessment date.

5.1.6 Assessment results will be delivered electronically to the email address of the student's parent.

5.2 Private Schools

Private schools with a physical location inside the District's boundaries may request to participate in statewide assessment(s) under the supervision of the District as provided for in the District's guidelines and procedures and Utah Administrative Rule R277-604-3(3).

5.3 Home School Students

Home school students whose parent resides in the District may participate in statewide assessments as follows:

- 5.3.1 The student must have completed and submitted the signed and notarized *Uintah School District Office of Education Affidavit for Home School Instruction* Form to the District's Director of Student Services for the applicable school year.
- 5.3.2 Applications for participation in statewide assessments must be received by the Department at least thirty (30) days prior to the opening of the applicable assessment window.
- 5.3.3 The Department shall respond to the application in a timely manner. If the application is approved, the response shall indicate:
 - 5.3.3.1 the location(s) and time(s) for assessment;
 - 5.3.3.2 assessment rules, including identification and proof of residency;
 - 5.3.3.3 a list of implements or materials which the student may or may not bring to the assessment; and
 - 5.3.3.4 any other information deemed relevant by the Department.
- 5.3.4 The resident or neighborhood school shall be the test location where reasonably feasible. However, there is no guarantee that the eligible student will be assessed at their resident or neighborhood school.
- 5.3.5 In the event an applicant requires special accommodations for assessment, it is the responsibility of the student/parent to indicate such **at the time of application**. The Department shall review the requested accommodation(s) and determine the costs and feasibility of the request. The home school student shall be informed of the results of the determination prior to the assessment date.
- 5.3.6 Assessment results will be delivered electronically to the email address of the student's parent.