



**SEDALIA SCHOOL DISTRICT #200**  
**ASSESSMENT PLAN**  
**2024-2025**

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## TESTING PHILOSOPHY

We believe that all tests administered in this school district should always be given to benefit the student, by providing information that can be used by teachers, counselors, administrators, and parents to improve the student's academic performance and college and /or career readiness.

Classroom teachers shall be responsible for ensuring that students understand the importance of doing their best on each test they take. They should also ensure that their students receive age appropriate information on test taking skills at every grade level. They shall also be responsible for making sure that the testing environment is comfortable and quiet. Workshops and meetings will be held for teachers so that they will understand the testing procedures. The School Testing Coordinators (Counselors) and the Assessment Coordinator at SCHS shall present training on MAP and EOC testing. Teachers shall also be encouraged to attend testing workshops at their department conferences.

The school counselors and assessment coordinator shall see that teachers receive adequate testing materials at least two days prior to test dates. The counselors and assessment coordinator are also responsible for collecting tests (if a test was printed for an IEP, IAP/504, large print, or braille was required) after they have been completed and checking barcodes to ensure the correct return to the DTC. STC shall fill out the test accountability form online as well. STCs shall also make sure that any student test tickets or scratch paper has been shredded and properly disposed of.

In formal standardized testing situations, the student and his/her parents shall be informed of the results of the tests. This will be done in a variety of ways depending on the nature of the test. In addition, in order to improve the instructional nature of the test, group results will be communicated to teachers, administrators, board members and the media, when appropriate. Individual results will be kept on a confidential basis and released only as needs dictate. Group results will be tabulated and each teacher should receive a copy, particularly of the results in his/her area.

This district provides some assessments whose purpose is not to provide a single test score, but instead to provide information about the individual student's instructional level. These assessments include, but are not limited to, Star, Aimsweb Universal Screening, and Common Assessments. These results are used to provide information to the teacher regarding where to start the student's instruction. These also provide documentation for determining a student's progress, or growth during a specific time period. These may be discussed during parent teacher conferences and/or reflected on the grade card. Parents/Guardians are welcome to schedule appointments with teachers to discuss these assessments more specifically should they wish to do so.

The district's testing coordinator shall report the results of the MAP and EOC tests to the school board in the fall. At this time, the local newspaper receives a copy of the report and summarizes this information for the public. Information will be made available to building principals and they are expected to share this information with their teachers.

Students in the district with disabilities shall be served by instructions or provisions in their IEP or 504 plans. The Special Education department shall ensure that all students with disabilities are administered the tests as specified in their IEP. Those students eligible for the MAP-A shall be supervised in this activity by a special education teacher, according to the state regulations and instructions.

## TESTING SECURITY

### Receipt and storage of test materials

1. If a large print or braille test must be ordered for students the DTC for the testing program will account and record the number of booklets received for each grade level.
2. The testing coordinator will assume responsibility for contacting DRC or the Department of Elementary and Secondary Education if the number of testing materials are inaccurate.
3. All standardized test booklets (large print or braille) purchased by the district will be stored in a locked storage facility. The district testing coordinator shall make sure that all test materials are delivered to the appropriate school buildings at least two days prior to testing dates.
4. The principal and counselor of each building will then assume the responsibility of ensuring that all testing materials are secured in a locked area prior to testing and immediately after each test session.
5. All other test booklets (printed for a paper based test) and manuals used by the counselors and/or special education department shall be secured by those individuals in their respective offices.
6. All MAP and EOC testing is done through online platforms as assigned by DESE. Students requiring printed test booklets as indicated in their IEP/504 will be done at the district level as requested by the school test coordinator. The district test coordinator will meet with the district technology coordinator to ensure computer security. Exceptions will be large print or braille testing booklets.

### Returning testing materials for scoring

1. The testing coordinator will recount all standardized test booklets and answer sheets to make sure that all materials are accounted for.
2. All testing materials will be packed according to DRC specifications.
3. As testing has become computerized test booklets will no longer be utilized, with the exception of large print or braille materials. The technology that may be utilized includes Desktop computers, laptop computers, Chromebook, iPad, and android devices.

### Unfair practices

In order to ensure that all test items remain secure, the following practices are prohibited.

1. Copying any part of a standardized test booklet for any reason.
2. Reviewing test items once the test is complete - even if it is student prompted.
3. Removal of a test booklet from the secure storage area except during test administration.
4. Failure to return all test booklets following test administration.

5. Directly teaching and/or reproducing any test item included on a standardized test.
6. Altering a student's response to items on an answer sheet or test booklet or when transcribing into the technology for DRC.
7. Rephrasing or altering test questions for students.
8. Indicating to students during testing that they have answered items incorrectly, giving students clues or answers to questions, allowing students to give each other answers to questions, copying each other's work, or altering test administration procedures in any other way to give students an unfair advantage.
9. Undue pressure or encouragement on the part of administrators for teachers to engage in any of the aforementioned inappropriate or unfair practices.
10. Cell phone and smartwatch usage is only permitted outside of testing areas for staff and students.
11. All test security policies identified in the state assessment manuals must be followed.

If a district staff person is suspected of engaging in any of the aforementioned unfair practices, an immediate investigation will occur. If allegations are proven, the Department of Elementary and Secondary Education will be notified.

#### [Test Security Agreement](#)



# Sedalia School District #200 Assessment Calendar 2024-2025

August - September				
Assessment	Dates	Coordinator	Staff Responsible	Registration
W-APT screening (All new EL students)	August 22- September 13	Curriculum Director	EL teachers	
Renaissance Assessment Reading and Math Grades 1-5	August 26 - October 8	Curriculum Director Principals K-5 Instructional Coaches K-5	Principals K-5 Instructional Coaches K-5 Classroom Teachers	\$7.50/Student Entire Year
Renaissance Assessment Reading and Math Grades 6-8	August 26 - September 13	Curriculum Director Instructional Coaches	Instructional Coaches Classroom Teachers	\$7.50/Student Entire Year
Leveled Reading Assessment 1-5	August 26- September 27	Instructional Coaches	Classroom Teachers Instructional Coaches K-5	
Kindergarten Observation Form (KOF)	August 26 - September 20	Curriculum Director Principals K-5 Instructional Coaches	Principals K-5 Instructional Coaches Kindergarten Teachers	

Various K-5 Unit Assessments *determined by grade level and content area	September	Instructional Coaches	Classroom Teachers Instructional Coaches K-5	
National ACT Grades 9-12	September 14	Curriculum Director	HS Counselor	\$66.00 w/o Writing
MAP-A Assessment ELA and Math Essential Elements	September 9 - December 20	Special Education Coordinators	Director of Special Education	
Loftus Brigance Early Childhood Screens III	September	Building Principal	Building Principal/ Social Worker	
Parents As Teachers Mass Screenings DIAL IV, ASQ III, ASQ SE	September	Parents As Teachers Coordinator	Loftus Staff	
<b>October</b>				
<b>Assessment</b>	<b>Dates</b>	<b>Coordinator</b>	<b>Staff Responsible</b>	<b>Registration</b>
Renaissance Assessment Reading and Math Grades 1-5	August 26 - October 8	Curriculum Director Principals K-5 Instructional Coaches K-5	Principals K-5 Instructional Coaches K-5 Classroom Teachers	\$7.50/Student Entire Year
Benchmark Assessments Grades 6-12	October 1 - October 24	Curriculum Director Instructional Coaches Principals 6-12	Instructional Coaches Classroom Teachers	
Various K-5 Unit Assessments	October	Instructional Coaches	Classroom Teachers Instructional Coaches K-5	

*determined by grade level and content area				
PSAT Grade 9-11 *optional (only 11th graders' scores count toward the National Merit Scholarship)	October 8	Principal C&I Director	HS Counselors	Fee required \$18.00
District Fall CCR Testing Grades 9-12	October 15 - October 16	C&I Director Principal Instructional Coach	Principal Instructional Coach Classroom Teachers	ACT - \$55 WorkKeys - \$36 PreACT - \$18
National ACT Grades 9-12	October 26	C&I Director	HS Counselor	\$66.00 w/o Writing
End of Course Exam Grades 9-12	October 21 - December 20	C&I Director	HS Counselors/Principals/ Teachers Whittier and Smith-Cotton	Algebra I English II Biology I Government (\$1.80 Each)
MAP-A Assessment ELA and Math Essential Elements	September 9 - December 20	Special Education Coordinators	Director of Special Education	
<b>November</b>				
<b>Assessment</b>	<b>Dates</b>	<b>Coordinator</b>	<b>Staff Responsible</b>	<b>Registration</b>
MO Connections Program	November	JH/HS Counselors	JH/HS Counselors	



Grade 9 and 11				
Various K-5 Unit Assessments *determined by grade level and content area	November	Instructional Coaches	Classroom Teachers Instructional Coaches K-5	
Renaissance Assessment Reading and Math Kindergarten ONLY	November 4 - 15	Curriculum Director Principals K-5 Instructional Coaches K-5	Principals K-5 Instructional Coaches K-5 Classroom Teachers	\$7.50/Student Entire Year
End of Course Exam Grades 9-12	October 21 - December 20	Curriculum Director	HS Counselors/Principals/ Teachers Whittier and Smith-Cotton	Algebra I English II Biology I Government (\$1.80 each)
Benchmark Assessments Grades 6-12 *Can be used as Final	November 19 - December 20	Curriculum Director Instructional Coaches Principals 6-12	Instructional Coaches Classroom Teachers	
Renaissance Assessment Reading and Math Grades 1-5	November 25 - December 20	Curriculum Director Principals K-5 Instructional Coaches K-5	Principals K-5 Instructional Coaches K-5 Classroom Teachers	\$7.50/Student Entire Year
MAP-A Assessment ELA and Math Essential Elements	September 9 - December 20	Special Ed Coordinators	Director of Special Education	
<b>December</b>				
<b>Assessment</b>	<b>Dates</b>	<b>Coordinator</b>	<b>Staff Responsible</b>	<b>Registration</b>
Renaissance Assessment (Reading and Math) Grades 1-5	November 25 - December 20	Curriculum Director Principals K-5 Instructional Coaches	Principals K-5 Instructional Coaches K-5 Classroom Teachers	\$7.50/Student Entire Year

Various K-5 Unit Assessments *determined by grade level and content area	December	Instructional Coaches	Classroom Teachers Instructional Coaches K-5	
Leveled Reading Assessment K-5	December 2-20	Instructional Coaches	Classroom Teachers Instructional Coaches	
Benchmark Assessments Grades 6-12 *Can be used as Final	November 19 - December 20	Curriculum Director Instructional Coaches Principals 6-12	Instructional Coaches Classroom Teachers	
Semester Finals Grades 6-12	December 16-20	Principals 6-12 Department Chairs	Staff/Teachers	
National ACT Grades 9-12	December 14	Curriculum Director	HS Counselor	\$66.00 w/o Writing
End of Course Exam Grades 9-12	October 21 - December 20	Curriculum Director	HS Counselors/Principals/ Teachers Whittier and Smith-Cotton	Algebra I English II Biology I Government (\$1.80 Each)
MAP-A Assessment ELA and Math Essential Elements	September 9 - December 20	Special Education Coordinators	Director of Special Education	
<b>January</b>				
<b>Assessment</b>	<b>Dates</b>	<b>Coordinator</b>	<b>Staff Responsible</b>	<b>Registration</b>
Renaissance Assessment Reading and Math	January 7 - January 16	Curriculum Director Instructional Coaches	Instructional Coaches Classroom Teachers	\$7.50/Student Entire Year

Grades 6-8				
Various K-5 Unit Assessments <small>*determined by grade level and content area</small>	January	Instructional Coaches	Classroom Teachers Instructional Coaches K-5	
ACCESS for EL Assessment	January 22 - February 21	Curriculum Director	EL teachers	
NAEP (National Assessment of Educational Progress) <small>*testing only if notified by NAEP letter</small>	January-March Operational Window	Principal	NAEP representative and school counselor/principal	
Parents As Teachers Mass Screenings DIAL IV, ASQ III, ASQ SE	January	Parents As Teachers Coordinator	Loftus Staff	
Seal of Biliteracy	January - April	HS Principal/Counselor	EL Staff/ SoBL Team	\$39.90 ea.
<b>February</b>				
<b>Assessment</b>	<b>Dates</b>	<b>Coordinator</b>	<b>Staff Responsible</b>	<b>Registration</b>
Various K-5 Unit Assessments <small>*determined by grade level and content area</small>	February	Instructional Coaches	Classroom Teachers Instructional Coaches K-5	
MAP-A Assessment ELA and Math Essential Elements	February 3 - May 16	Director of Special Education and	Special Education teachers	

		Coordinators		
National ACT Grades 9-12	February 8	Curriculum Director	HS Counselors	\$66.00 w/o Writing
Access for EL Assessment WINDOW OPENS	January 22 - February 21	Curriculum Director	EL Teachers	
NAEP (National Assessment of Educational Progress) Windows <small>*testing only if notified by NAEP letter</small>	January-March Operational Window	Principal	NAEP representative and school counselor/principal	
Seal of Biliteracy	January - April	HS Principal/Counselor	EL Staff/Counselor	\$39.90 ea.
Cogat Grade 1 ONLY	February 24 - March 12	Counselors K-4	Principals K-4 Counselors K-4 Classroom Teachers	
<b>March</b>				
<b>Assessment</b>	<b>Dates</b>	<b>Coordinator</b>	<b>Staff Responsible</b>	<b>Registration</b>
Parents As Teachers Mass Screenings DIAL IV, ASQ III, ASQ SE	March	Parents As Teachers Coordinator	Loftus Staff	
Various K-5 Unit Assessments <small>*determined by grade level and content area</small>	March	Instructional Coaches	Classroom Teachers Instructional Coaches K-5	
Seal of Biliteracy	January - April	HS Principal/Counselor	EL Staff/ SoBL Team	\$39.90 ea.

NAEP (National Assessment of Educational Progress) Window *testing only if notified by NAEP letter	January-March Operational Window	Principal	NAEP representative and school counselor/principal	
Benchmark Assessments Grades 6-12	March 4 - April 4	Curriculum Director Instructional Coaches Principals 6-12	Instructional Coaches Classroom Teachers	
District Spring CCR Testing Grades 9-12	March 11 - March 12	C&I Director Principal Instructional Coach	Principal Instructional Coach Classroom Teachers	ACT - \$55 WorkKeys - \$36 PreACT - \$18
MAP-Alternative (DLM) ELA and Math	February 3 - May 16	Special Education Director and Coordinators	Special Education Teachers	ELA and Math
<b>April</b>				
<b>Assessment</b>	<b>Dates</b>	<b>Coordinator</b>	<b>Staff Responsible</b>	<b>Registration</b>
Loftus Brigance Early Childhood Screens III	April	Building Principal	Building Principal/ Social Worker	
Various K-5 Unit Assessments *determined by grade level and content area	April	Instructional Coaches	Classroom Teachers Instructional Coaches K-5	
MAP Grades 3-8 CA, Math, Science District Window TBD	April 7- May 16	C&I Director	Counselors/Principals/ Teachers	\$1.80 Each

Renaissance Assessment Reading and Math Grades K-5	April 22 - May 22	Curriculum Director Principals K-5 Instructional Coaches	Principals K-5 Instructional Coaches K-5 Classroom Teachers	\$7.50/Student Entire Year
National ACT Grades 9-12	April 5	Curriculum Director	HS Counselor	\$66.00 w/o Writing
Leveled Reading Assessment K-5	April 22 - May 22	Instructional Coaches	Classroom teacher Instructional coach	
6th grade Math Prognosis Test	April	JH Counselors	6th grade Math Teachers/ Principals	Using SI Resources
Renaissance Assessment Reading and Math Grades 6-8	April 22 - April 30	Curriculum Director Instructional Coaches	Instructional Coaches Classroom Teachers	\$7.50/Student Entire Year
Seal of Biliteracy	January - April	HS Principal/Counselor	EL Staff/ SoBL Team	\$39.90 ea.
<b>May</b>				
<b>Assessment</b>	<b>Dates</b>	<b>Coordinator</b>	<b>Staff Responsible</b>	<b>Registration</b>
Leveled Reading Assessment K-5	April 22 - May 22	Instructional Coaches	Classroom Teachers Instructional Coaches	
MAP Grades 3-8 CA, Math, Science District Window TBD	March 30 - May 30	C&I Director	Counselors/Principals/ Teachers	\$1.80 Each
Various K-5 Unit Assessments <small>*determined by grade level and content area</small>	May	Instructional Coaches	Classroom Teachers Instructional Coaches K-5	

Senior Final Exam Semester 2	May 7-9	Building Principals	Staff/Teachers	
Renaissance Assessment Reading and Math Grades K-5	April 8 - May 22	Curriculum Director Principals K-5 Instructional Coaches	Principals K-5 Instructional Coaches K-5 Classroom Teachers	\$7.50/Student Entire Year
Finals Semester 2 Grades 6-12	May 15-17	Principals 6-12 Department Chairs	Staff/Teachers	
End of Course Exam Grades 8-12	April 28 - May 9	Curriculum Director	HS Counselors/Principals/ Teachers	Algebra I Algebra II Biology Government English II (\$1.80 Each)
MAP Grades 3-8 CA, Math, Science District Window TBD	April 7- May 16	C&I Director	Counselors/Principals/ Teachers	\$1.80 Each
7th grade Math Prognosis Test	May - After MAP	JH Counselors	7th grade Math Teachers/ Principals	Using SI Resources
<b>June and July</b>				
<b>Assessment</b>	<b>Dates</b>	<b>Coordinator</b>	<b>Staff Responsible</b>	<b>Registration</b>
National ACT Grades 9-12	June 14	C&I Director	HS Counselor	\$66.00 w/o Writing
National ACT Grades 9-12	July 12	C&I Director	HS Counselor	\$66.00 w/o Writing

Board Approved

Assessments and Purposes - CSIP 3.1		
Assessment	Purpose	Grade Levels Assessed
Dial-IV	Identify potential problems or advanced abilities ages 3-5	PreK
ASQ III	Identify potential problems or advanced abilities ages 6 mos - 2 years	PreK



Parent Questionnaire	Gather information about the child's prenatal, birth, health and developmental history, social skills, vision, hearing, immunizations, preschool experiences, language, adaptive behavior, cognitive development, etc.	PreK
Health Screenings	Determine if there are any vision, hearing, height, weight, or other general health concerns	Pre-K - 9
Early Childhood Outcomes	Outcomes given upon entry and exit of the ECSE, Title One and Integrated program	PreK
Brigance Early Childhood Screens III	Identify potential problems or delays	PreK
W-APT/ACCESS English Language Learners K-12	May be given at any level to meet qualifications for services or state requirements	PreK-12
Renaissance	Determine a student's reading level and need for additional interventions and progress monitoring in reading and mathematics	K - 8
Common Unit Assessments	Aligned with pacing guides and MAP/EOC reports; these are given to see how well our students are learning and to gauge their progress toward mastering content and process skills assessed on the year end state assessment. Data is analyzed and reteaching plans are put in place; students are reassessed to assure mastery for all students	K-12
Teacher Observation	To assess the attainment of skills considered important for children to have mastered during the kindergarten year	K-12
CogAT (Cognitive Abilities Test)	Gifted Screening	1
MAP (Missouri Assessment Program)	Mathematics, Communication Arts, Science : required by DESE to measure achievement and progress	3-8
LRA (Leveled Reading Assessment)	Determine independent reading levels and capabilities which includes accuracy, fluency, and comprehension	K - 5
Algebra 1 Entrance Assessment	Part of data reviewed of 7th grade students to help determine the best math placement for them during their 8th grade year.	7
Study Island Benchmarks	Determine a student's need for additional interventions and differentiated learning in math and ELA	6-8
Benchmarks	Determine a student's progress and growth within the standards of a class/content area; determine instructional needs	6-12
EOC (End of Course)	Required by DESE to measure academic progress at the end of the following required courses: Algebra 1, Biology, English II, and Government	8-12
ACT EXPLORE Test	Designed to help 8th graders explore a broad range of options for their future. It marks an important beginning for a student's future academic and	8

	career success.	
Missouri Connections Program	Interest and Skills Assessment is sponsored by the Missouri Career Education. It is an online resource to help identify potential careers. This is designed to assist in the selection of career academy placement. Parents may access the results by utilizing information supplied to the student. If there are no means to access technology in the home, patrons may utilize technology services at the local library or school.	9
ACT	College entrance exam, optional test, fee required; district funded for junior level students after completion of Fall ACT practice exam.	9-12
ASVAB	Offered through the military; this is a career and interest inventory test designed to help students learn more about themselves and the world of work, as well as to identify and explore potentially satisfying occupations.	11
ACT WorkKeys	Career readiness exam with potential for students to receive the National Career Readiness Certificate. Junior level students not taking the ACT have this as an assessment option for career readiness.	11-12
Accuplacer	Alternate assessment for students to complete before graduation that help them identify skills needing to be refined as they enter a community or junior college program.	11-12
PSAT (Scholastic Aptitude Test)	An optional test that students must sign up for and pay a fee. This is a Pre-SAT test and a prerequisite for the National Merit Scholarship.	11

### PreK - Elementary Assessment Responsibility

Assessment	School Coordinator	2nd Lead	Admin Responsible
Renaissance	Building Instructional Coach	Title Teachers	Building Principal
CogAT	Building Counselor	Building Principal	Building Principal
MAP	Building Counselor	Building Principal	Building Principal

Leveled Reading Assessment	Building Instructional Coach	Classroom teachers	Building Principal
Unit Assessments	Building Instructional Coach		Curriculum Director/Building Principal
NAEP	Building Counselor	Curriculum Director	Curriculum Director
DIAL IV	PAT Coordinator	Principal	Principal
ASQ III	PAT Coordinator	Principal	Principal
Early Childhood Outcomes	Social Worker	Principal	Principal
Brigance Early Childhood ScreensIII	Principal	Social Worker	Principal

### Junior High Assessment Responsibility

Assessment	School Coordinator	2nd Lead	Admin Responsible
EOC	8th Grade Counselor	6th/7th Grade Counselor	Building Principal
Math Placement	Math Instructional Coach	Grade Level Counselor	Assistant Principal
MAP	Grade Level Counselor	Building Principal	Building Principal
ACT EXPLORE	8th Grade Counselor	6th and 7th Counselors	Assistant Principal
NAEP	8th Counselor / Brownfield	6th and 7th Counselors	Building Principal
Common Unit Assessments	Teacher / Department Chairs/Dir. of Curriculum		Building Principal
Benchmarks	Instructional Coaches	Department Chairs	Building Principal
Renaissance	Instructional Coaches	Classroom Teachers	Building Principal

### High School Assessment Responsibility

Assessment	School Coordinator	2nd Lead	Admin	Whittier
District ACT	Norton/Junior Counselor	Inst. Tech Coach	Building Principal	Director
National ACT	HS Counseling Team	HS Counseling Team	Curriculum Director	Director

ASVAB	HS Counseling Team	HS Counseling Team	Building Principal	11th Grade, Take w/HS
EOC	HS Counseling Team	HS Counseling Team	All	Curriculum Director/Director
PSAT	HS Counseling Team	HS Counseling Team	Building Principal	
AP	Asst. Principal	Inst. Tech Coach	All	
Accuplacer	HS Counseling Team	SpEd Coordinator	All	Counselors/Once a quarter
NAEP	HS Counseling Team	Dir. of Curriculum	All	
IRC/TSA	Dir. of CAPS	Dir. of Curriculum	Assistant Principal	
Biliteracy	EL Teacher	Eppenauer	Assistant Principal	
WIDA	EL Teacher	Dir. of Curriculum	Building Principal	
Map-A	SpEd Coordinator/Teachers		Assistant Principal	
ACT WorkKeys	Dir. of Curriculum	12th Grade Counselor	Building Principal	Director/ ELA Teacher
Common Unit Assessments	Teacher / Dept. Chair		Building Principal	
Health Screenings	School Nurse			
Mastery View Benchmarks	Department Chairs/Coaches	Counselors	Building Principal	Director
Benchmark Assessments	Instructional Coach	Department Chair	Bldg Principal/Curr. Dir.	

Special Assessments		
These assessments may be administered to individual students for a variety of reasons.		
<input type="checkbox"/> Vision	<b>Measures a student's near/far point visual acuity, eye muscle control, depth perception, color blindness, orientation/mobility skills.</b> <input type="checkbox"/> Professional evaluation by a qualified optometrist/ophthalmologist <input type="checkbox"/> Telebinocular <input type="checkbox"/> Other (specify):	
<input type="checkbox"/> Hearing	<b>Measures a student's hearing acuity for pure-tones and speech, middle ear function, central auditory processing skills, and the need for/use of amplification systems</b> <input type="checkbox"/> Professional evaluation by qualified medical personnel <input type="checkbox"/> Audiometer <input type="checkbox"/> Other (specify):	
<input type="checkbox"/> Health/Motor	<b>Measures a student's physiological and neurological condition including gross and fine motor skills, metabolic functioning, and/or evidence of disease or injury. Assessment may also include laterality, directionality, balance, kinesthetic skills, tactile skills, and ambulatory/postural problems.</b> <input type="checkbox"/> VMI Developmental Test of Visual Motor Integration Professional evaluation by: <input type="checkbox"/> Physical Therapist <input type="checkbox"/> Occupational Therapist <input type="checkbox"/> Other (specify):	
<input type="checkbox"/> Speech/ Language	<b>Measures a student's articulation skill, auditory perception, voice, fluency, receptive/expressive language development.</b> <div> <input type="checkbox"/> Speech:           <input type="checkbox"/> Informal Speech Sample/Oral Peripheral Exam  <input type="checkbox"/> Arizona Articulation Proficiency Scale (AAPS) – 3  <input type="checkbox"/> Goldman-Fristoe Test of Articulation  <input type="checkbox"/> Other (specify): _____         </div> <div> <input type="checkbox"/> Language           <input type="checkbox"/> Informal Language Sampling  <input type="checkbox"/> Clinical Evaluation of Language Fundamentals IV (CELF IV)  <input type="checkbox"/> Expressive One-Word Picture Vocabulary Tests (EOWPVT)  <input type="checkbox"/> Receptive One-Word Picture Vocabulary (ROWPVT)  <input type="checkbox"/> Oral &amp; Written Language Scales (OWLS)  <input type="checkbox"/> Preschool Language Scale (PLS-3)  <input type="checkbox"/> Other (specify): _____         </div>	
<input type="checkbox"/> Intellectual/ Cognitive	<b>Measures a student's general mental abilities including specific strengths and weaknesses, and sensory perceptual learning processes.</b> <input type="checkbox"/> Wechsler Intelligence Scales (WPPSI-R, WISC-IV, WAIS III, WASI) <input type="checkbox"/> Stanford-Binet Intelligence Scale <input type="checkbox"/> Leiter <input type="checkbox"/> Other (specify):	
<input type="checkbox"/> Adaptive Behavior	<b>Measures a student's ability to function and maintain self independently, and the degree to which the student meets satisfactorily the culturally imposed demands of personal and social responsibility.</b> <input type="checkbox"/> Vineland Adaptive Behavior Scale <input type="checkbox"/> Adaptive Behavior Evaluation Scale (ABES) <input type="checkbox"/> Other (specify):	
<input type="checkbox"/> Social/ Emotional/ Behavioral	<b>Measures a student's social/emotional/behavioral development in relation to learning interpersonal relationships, and self.</b> <input type="checkbox"/> Behavior Evaluation Scale (BES, BES-II) <input type="checkbox"/> Other (specify):	

<input type="checkbox"/> <b>Academic Achievement</b>	<b>Measures a student's education skills and achievement levels.</b> <input type="checkbox"/> Wechsler Individual Achievement Test <input type="checkbox"/> Woodcock-Johnson III <input type="checkbox"/> Pre-Academic skills assessment battery of tests <input type="checkbox"/> Diagnostic Teaching <input type="checkbox"/> Other (specify):
<input type="checkbox"/> <b>Transition</b>	<b>Assess a student's ability to function independently in the school environment and movement toward successful functioning in post-school activities (i.e. working toward career choices).</b> <input type="checkbox"/> Self-Directed Search <input type="checkbox"/> AAMD Reading Free Vocational Interest Survey <input type="checkbox"/> Other (specify):
<input type="checkbox"/> <b>Assistive Technology</b>	<b>Assesses a student's need for assistive devices/services in order to maintain, increase, or improve the function capabilities of the student.</b> <input type="checkbox"/> Other (specify):

# Test Security Agreement

**In order to ensure that all test items remain secure, the following practices are prohibited.**

1. Copying any part of a standardized test booklet for any reason.
2. Reviewing test items once the test is complete - even if it is student prompted.
3. Removal of a test booklet from the secure storage area except during test administration.
4. Failure to return all test booklets following test administration.
5. Directly teaching and/or reproducing any test item included on a standardized test.
6. Altering a student's response to items on an answer sheet or test booklet or when transcribing into the technology for DRC.
7. Rephrasing or altering test questions for students.
8. Indicating to students during testing that they have answered items incorrectly, giving students clues or answers to questions, allowing students to give each other answers to questions, copying each other's work, or altering test administration procedures in any other way to give students an unfair advantage.
9. Undue pressure or encouragement on the part of administrators for teachers to engage in any of the aforementioned inappropriate or unfair practices.
10. Cell phone and smartwatch usage is only permitted outside of testing areas for staff and students.
11. All test security policies identified in the state assessment manuals must be followed.

## Additional Policies/Procedures

- All test examiners will read the examiner manual five days prior to the first test administration within the building.
- All test examiners will attend and participate in the test examiner training provided by the school test coordinator.
- The designated times outlined in the building assessment schedule are **actual** student testing times (i.e. students should begin testing as close as possible to the stated testing time). Times do **NOT** include pretest preparation.
- All examiners will read the Quality Assurance form prior to testing.
- During testing, all test examiners will have the Quality Assurance form readily available.

## Roles/Responsibilities

All Test Examiners are responsible for the following:

Ensure all MAP/EOC testing materials are secure at all times. Both written and verbal discussion of specific MAP/EOC items breach the security and integrity of the test. **Discussion between test examiners, proctors, translators, or any district staff regarding test items is not permitted.**

Ensure any additional testing materials your students will need are available. If you are missing something, see your STC. Examples:

- Scratch, grid, and graph paper
- Braille paper (if provided)
- Physical copies of Reference Sheets

After testing:

- Collect the Large Print, Braille, and/or Paper/Pencil materials from the students, and prepare materials for return to the STC.
- Contact the STC for guidance regarding the handling of any contaminated test materials.
- Collect all draft, scratch, grid, graph, test tickets and Braille paper. Return all used materials to the DTC/STC for secure shredding.

I have read and agree to abide by all of the procedures outlined in this Test Security Agreement.

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Signature

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Date

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Printed Name