

**Instruction**

**STUDENT ASSESSMENT**

The Governing Board recognizes that student assessments are an important instructional and accountability tool. To obtain the most accurate evaluation of student performance, the district shall use a variety of measures, including district, state, and/or national assessments.

(cf. 6162.51 - State Academic Achievement Tests)

Assessment data shall be used to help determine individual students' progress, mastery of academic standards, appropriate placement in district programs, and/or eligibility for graduation. In addition, summary data on student assessment results shall be used by the district to identify and review student achievement goals in the district's local control and accountability plan, evaluate district educational programs in order to identify needed improvements, and, as appropriate, evaluate staff performance.

(cf. 0460 - Local Control and Accountability Plan)  
(cf. 0500 - Accountability)  
(cf. 2140 - Evaluation of the Superintendent)  
(cf. 4115 - Evaluation/Supervision)  
(cf. 4315 - Evaluation/Supervision)  
(cf. 5121 - Grades/Evaluation of Student Achievement)  
(cf. 5123 - Promotion/Acceleration/Retention)  
(cf. 6011 - Academic Standards)  
(cf. 6142.7 - Physical Education and Activity)  
(cf. 6190 - Evaluation of the Instructional Program)

In selecting or developing any district assessment, the Superintendent or designee shall examine evidence of its reliability, its validity for the intended purpose and for various student populations, and the extent to which it aligns with the material that is being taught.

The Superintendent or designee shall ensure that assessments are administered in accordance with law and test publisher's directions, and that test administration procedures are fair and equitable for all students.

(cf. 0410 - Nondiscrimination in District Programs and Activities)  
(cf. 6162.54 - Test Integrity/Test Preparation)

As appropriate, assessment results shall be disaggregated by student subgroup, classroom, grade level, and/or school site to allow for critical analysis of student needs.

The Superintendent or designee shall provide professional development as needed to assist administrators and teachers in interpreting and using assessment data to improve student performance and the instructional program.

(cf. 4131 - Staff Development)  
(cf. 4331 - Staff Development)

**STUDENT ASSESSMENT** (continued)

When districtwide and school-level results of student assessments are published, the Superintendent or designee may provide supplementary information to assist parents/guardians and the local community in understanding test results.

(cf. 0510 - School Accountability Report Card)

**Individual Record of Accomplishment**

The Superintendent or designee shall ensure that each student, by the end of grade 12, has an individual record of accomplishment that includes the following: (Education Code 60607)

1. The results of the state achievement tests required and administered as part of the California Assessment of Student Performance and Progress, or any predecessor assessments, pursuant to Education Code 60640-60649
2. The results of any end-of-course examinations taken
3. The results of any vocational education certification examinations taken

(cf. 6178 - Career Technical Education)

No individual record of accomplishment shall be released to any person, other than the student's parent/guardian or a teacher, counselor, or administrator directly involved with the student, without the written consent of the student's parent/guardian, or the student if he/she is an adult or emancipated minor. The student or his/her parent/guardian may authorize the release of the record of accomplishment to a postsecondary educational institution for the purposes of credit, placement, or admission. (Education Code 60607)

(cf. 5125 - Student Records)

Legal Reference:

EDUCATION CODE

- 313 Assessment of English language development
- 10600-10610 California Education Information System
- 44660-44665 Evaluation and assessment of performance of certificated employees (Stull Act)
- 49558 Free and reduced-price meals; use of individual applications and records
- 51041 Evaluation of educational program
- 51450-51455 Golden State Seal Merit Diploma
- 52052 Accountability; numerically significant student subgroups
- 60600--60649 Assessment of academic achievement, especially:
- 60640-60649 California Assessment of Student Performance and Progress
- 60800 Physical fitness testing
- 60810-60812 Assessment of English language development

Legal Reference continued: (see next page)

**STUDENT ASSESSMENT** (continued)

Legal Reference: (continued)

60900 California Longitudinal Pupil Achievement Data System  
CODE OF REGULATIONS, TITLE 5  
850-864 California Assessment of Student Performance and Progress  
UNITED STATES CODE, TITLE 20  
9622 National Assessment of Educational Progress

Management Resources:

WEB SITES

CSBA: <http://www.csba.org>

California Department of Education, Testing and Accountability: <http://www.cde.ca.gov/ta>

Smarter Balanced Assessment Consortium: <http://www.smarterbalanced.org>

U.S. Department of Education: <http://www.ed.gov>

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**STUDENT ASSESSMENT**

**Standardized Testing and Reporting Program**

The Superintendent or designee shall administer the mandatory state achievement test in the Standardized Testing and Reporting (STAR) program to all students in grades 2 through 11 before May 15 of each year. (Education Code 60640)

Any district student of limited English proficiency who has been enrolled in a California public school for less than 12 months shall take both the statewide assessment in English and a test in his/her primary language if such a test is available. (Education Code 60640)

All English language learners enrolled in the district for less than one year may be provided nonstandard accommodations on the English assessment. Nonstandard accommodations may include, but are not limited to, reading and translating the test instructions into the student's primary language and use of a bilingual dictionary. Nonstandard accommodations may be used if the teacher determines they are necessary based upon classroom observation and a determination whether the student needs accommodations during instruction on a daily basis.

A parent/guardian may submit to the school a written request to excuse his/her child from any or all parts of STAR and/or the designated primary language test. The parent/guardian must initiate the request and the district and its employees shall not solicit or encourage any written request on behalf of any child. (5 CCR 852, 881)

Special education students shall be tested with the designated achievement test, unless an explicit provision in their individualized education program specifically exempts them from testing. (5 CCR 852, 881)

Students in special education programs with individualized education plans or students with current Section 504 plans delineating accommodations such as, but not limited to, large print, Braille, extended time, or the use of a reader or scribe or a calculator shall be tested and the prescribed adaptations or accommodations shall be made. (5 CCR 853)

The Superintendent or designee shall arrange for at least two make-up days for the testing of student who were absent during the period that any school administered the achievement test. All make-up testing shall occur within 10 instructional days of the last date that the district administered the test or by May 25, whichever is earlier. (Education Code 60640; Code of Regulations, Title 5, Section 855)

By October 15 of each year, the Superintendent or designee shall designate a district coordinator who shall serve as the district representative and liaison with the California Department of Education for all matters relating to the STAR program. The Superintendent or designee also shall designate a coordinator at each test site. (Code of Regulations, Title 5, Sections 857-858, 886)

**STUDENT ASSESSMENT (continued)**

In addition to the duties prescribed in 5 CCR 857-858,886, the district coordinator shall establish guidelines to help ensure that the publisher is provided complete student information, as specified in 5 CCR 861 and 870, for purposes of the Academic Performance Index.

The Superintendent or designee shall report the results of each student's test in writing to the student's parent/guardians within 20 working days of receiving results from the test publisher. If the test results are received from the publisher after the last day of instruction in the school year, each student's results shall be mailed to his/her parents/guardians. The report shall include a clear explanation of the purpose of the test, the student's score and its intended use by the district. (Education Code 60641; Code of Regulations, Title 5, Section 863)

An individual student's scores shall also be reported to their school and teachers and shall be included in his/her student records. Individual test results shall not be released without the permission of the student's parents/guardians. (Education Code 60641)

District-wide, school-level and grade-level results shall be reported to the Board of Trustees at a regularly scheduled meeting. The Board shall not receive individual student's scores or the relative position of any individual student. (Education Code 60641)

Within 10 working days of the last day of make-up testing in the district, the Superintendent or designee shall report the following information to the California Department of Education, for grades 2 - 11 (Education Code 60640; Code of Regulations, Title 5, Section 862)

1. The number of students enrolled in the district on the first day of testing in the district
2. The number of students in the district to whom an achievement test was administered
3. The number of special education students in the district who were exempted from the test based on an explicit provision in their individualized education program
4. The number of students in the district who were exempted from the test at the request of their parents/guardians
5. The number of tests administered with pre-identified answer documents, if applicable

Within 10 working days of the last day of make-up testing in the district, the Superintendent or designee shall report the following information relative to the designated primary language test to the California Department of Education, for grades 2 - 11: (5 CCR 891)

1. The number of students who are limited-English-proficient
2. The number of limited-English-proficient students who were administered each designated primary language test pursuant to Education Code 60640 (f)

**STUDENT ASSESSMENT (continued)**

3. The number of students who were administered each designated primary language test pursuant to Education Code 60640(f)
4. The total number of limited-English-proficiency students exempted from the test pursuant to Education Code 60615
5. The total number of limited English proficient students exempted pursuant to any provision in their individual education program which explicitly exempts them from standardized testing
6. If the district opted to have the publisher of a designated primary language test provide pre-identified answer sheets, the number of tests administered with these sheets.

Prior to completed district testing, the Superintendent or designee shall provide the state and local sales and use tax rate to the publisher. (5 CCR 856)

**Exit Examination**

The Superintendent or designee shall administer the state's high school exit examination in each district high school on the dates designated by the Superintendent of Public Instruction as examination days or makeup days.

If a student does not possess sufficient English language skills to be assessed on the exit examination, the Superintendent or designee may defer the examination requirement up to 24 calendar months of enrollment in the California public school system until the student has completed six months of instruction in reading, writing and comprehension in the English language. (Education Code 60852)

The exit examination shall be offered to students with disabilities, with appropriate accommodations as necessary. (Education Code 60850)

The results of the examination shall be provided to each student taking the examination within eight weeks of the administration and in time for the student to retake at the next administration any section of the examination not passed. Students shall take again only those parts of the examination not previously passed. (Education Code 60852)

**Individual Record of Accomplishment**

The Superintendent or designee shall ensure that each student, by the end of grade 12, has an individual record of accomplishment that includes the following: (Education Code 60607)

1. The results of the achievement test administered under the Standardized Testing and Reporting program pursuant to Education Code 60640-60647

**STUDENT ASSESSMENT (continued)**

2. The results of any end-of-course examinations taken
3. The results of any vocational education certification examinations taken

(cf. 5145.6 - Parental Notifications)  
(cf. 5125 - Student Records)  
(cf. 6159 - Individualized Education Program)  
(cf. 6164.4 - Identification of Individuals for Special Education)  
(cf. 6164.6 - Identification and Education under Section 504)  
(cf. 6174 - Education for English Language Learners)  
(cf. 9321 .1 - Closed Session Actions and Reports)

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