

Instruction

STANDARDIZED TESTING AND REPORTING PROGRAM

Testing Period

The Standardized Testing and Reporting (STAR) assessments shall be administered to students during a testing window of 21 instructional days that includes 10 instructional days before and after completion of 85% of the school's instructional days. Testing for all students, including make-up testing, shall be completed within this 21 instructional day window unless all or part of the 21 instructional day period falls after any statutorily specified deadline.

The Superintendent or designee shall arrange for at least two make-up days for the testing of students who were absent during the period that any school administered the designated achievement test and the standards-based test. All make-up testing shall occur within five instructional days of the last date that the district administered the tests but not later than the 21 instructional day window established above.

Exemptions

A parent/guardian may submit to the school a written request to excuse his/her child from any or all parts of any test. The district and its employees may discuss the STAR program with parents/guardians and may inform them of the availability of exemptions under Education Code 60615. However, the district and its employees shall not solicit or encourage any written exemption request on behalf of any student or group of students.

Testing of English Language Learners

Students of limited English proficiency who have been enrolled in a California public school for less than 12 months shall take the designated achievement test and the standards-based achievement test in English and a test in his/her primary language if such a test is available.

English language learners enrolled in the district for less than one year may be tested with standard or nonstandard accommodations in accordance with the manuals or other instructions provided by the test publisher. Nonstandard accommodations may include, but are not limited to, reading and translating the test instructions into the student's primary language and allowing the student to use a bilingual dictionary.

Accommodations Shall Not Include Translation of Test Passages or Content.

All English language learners enrolled in the district for less than one year shall be provided nonstandard accommodations.

Following the first year of enrollment in a California public school, English language learners shall continue to take a second achievement test in their primary language, if such a test is available, in addition to the statewide assessment in English.

STANDARDIZED TESTING AND REPORTING PROGRAM (continued)

Testing of Special Education Students

Special education students shall be tested with the designated achievement test and the standards-based test, unless an explicit provision in their individualized education program specifically exempts them from the STAR program.

Students in special education programs with individualized education programs 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.

District and Test Site Coordinators

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.

The district coordinator shall establish guidelines to help ensure that the publisher is provided complete student information for purposes of the Academic Performance Index.

Within five working days of receiving reports and files from the publisher, the Superintendent and the district coordinator shall review the files and reports for completeness and accuracy, and shall notify the publisher and the California Department of Education of the findings. The Superintendent or district coordinator shall notify the California Department of Education in writing whether any errors, discrepancies, or incomplete information has been resolved.

Reports

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 2-8:

1. The number of students enrolled in each school and in the district on the first day of testing in the district
2. The number of special education students in each school and in the district who were exempted from the test based on an explicit provision in their individualized education program
3. The number of students in each school and in the district who were exempted from the test at the request of their parents/guardians pursuant to Education Code 60615

STANDARDIZED TESTING AND REPORTING PROGRAM (continued)Reports (continued)

4. The number of students in each school and the district to whom the designated achievement test was administered

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 2-8:

1. The number of students who are English language learners
2. The number of English language learners who were administered each designated primary language test
3. The total number of English language learners exempted from the test at the request of their parents/guardians
4. The total number of English language learners exempted pursuant to any provision in their individual education programs which explicitly exempts them from standardized testing
5. 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

The Superintendent or designee shall report the results of each student's test in writing to the student's parents/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.

An individual student's scores shall also be reported to his/her school and teachers and shall be included in his/her student record. Individual test results shall not be released without the permission of the student's parents/guardians.

Districtwide, school-level and grade-level results shall be reported to the Governing Board at a regularly scheduled meeting. The Board shall not receive individual student's scores or the relative position of any individual student.