

POLICY: IL  
Approved: November 25, 1974  
Reviewed: January 15, 1991  
Revised: December 15, 1997  
Revised: December, 2001

## **STUDENT ASSESSMENT**

The School District of Hartford Joint #1 asserts its belief that tests, as managed by competent professionals, are useful tools which yield information useful to the furtherance of educational goals. The school is also aware of the limitations of tests as assessment tools and recognizes its responsibility to safeguard the integrity of its students within the context of test limitations.

1. The School Board will appoint a designee to coordinate the testing program.
2. Test administration will be within the competency of the individual administering the test.
3. The types of tests being used will be specified to parents upon their request.
4. The Individual Education Program (I.E.P.) process should serve as the vehicle for making decisions about the participation of a student with disabilities in the testing, including modifications that need to be made in the test administration, or alternative assessments.
5. Any student with Limited English Proficiency (LEP) that meets criterion (e) under s. PI 13.03(3) must be administered all tests used to meet the requirements of standard (s) provided the student is able to read and comprehend the particular tests being administered.
6. A qualified interpreter will be available to parents and students who wish to know test results.
7. Security means the distribution, collection and maintenance of test data under such safeguards as specified by State law.
8. Staff will be responsible for securing tests and test results when these are in general use.
9. Formal complaints regarding the testing program will be handled according to Board Policy.

LEGAL REFERENCE: Wisconsin Statutes, Sections 115.77 (lm)(bg), 118.13, 118.30,  
120.12(2), 121.02(1)(r), (s)  
Wisc. Administrative Code P1 8.01 (2)(r), (s), 9, 16

CROSS REFERENCE: JB-R, Student Discrimination Complaint Procedures  
KL, Public Complaints  
IL-R, Testing Guidelines