

Instruction

Testing Program

Test Integrity/Test Preparation

Certified employees terminated for testing violations shall be reported to the Connecticut State Department of Education for possible certification revocation proceedings.

- (cf. 4117 – Separation/Disciplinary Action)
- (cf. 417.4 – Dismissal/Suspension)
- (cf. 5131 – Conduct)
- (cf. 5143 – Cheating)
- (cf. 5144 – Discipline/Punishment)
- (cf. 6146.2 - Statewide Proficiency/Mastery Examinations)
- (cf. 6162.3-Testing Program)
- (cf. 6162.31 – Test Exclusion)

Legal Reference: Connecticut General Statutes

10-14n Statewide mastery examination. Conditions for reexamination. Limitation and use of test results. (as amended by PA 03-174 and PA 03-168)

10-14q Exceptions (as amended by PA 01-205 and PA 02-7 of May 9th Special Session)

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The Board of Education desires to protect the integrity of all student assessment processes in order to maintain an accurate assessment of student achievement in the District and maintain accountability to the community and state and to fulfill the accountability requirements of “The No Child Left Behind Act.”

Students and staff are expected to maintain a high level of integrity in the completion and handling of student assessments.

Staff may prepare students for assessments by providing instruction in the content specified in state and District standards and contained in the Board approved District curriculum in the various subject areas. General test-taking skills that are applicable to any test or test format may be taught to students.

Practice tests provided by the publisher of nationally normed achievement tests and materials provided by the state pertaining to the CMT/CAPT testing programs may be used for the limited purpose of familiarizing students with the use of test booklets or answer sheets and the format of test questions. No alternate or parallel form of the test shall be administered or used.

Staff shall not conduct reviews or drills that use actual items or identical format items of state assessments, use copies of tests from previous years, or use test-specific curriculum content with students before administration of the test.

In the administration of standardized tests, staff shall not:

1. Provide inappropriate test preparation.
2. Modify test administration procedures.
3. Provide inappropriate assistance to students during test administration.
4. Change or fill in answers on student answer sheets.
5. Provide inaccurate data on student header sheets.
6. Discourage or exclude certain students from taking the test.
7. Engage in any other practice to artificially raise student scores without actually improving underlying student achievement.

Reports of student cheating on assessments shall be submitted to the Principal or designee for investigation. Students found to have cheated on assessments shall be subject to disciplinary procedures in accordance with Board policy and administrative regulations.

Regulation approved: June 14, 2005

HAMDEN PUBLIC SCHOOLS
Hamden, Connecticut