

## **COMPREHENSIVE STUDENT ASSESSMENT SYSTEM**

The District's comprehensive student assessment system will focus on measuring student learning, specifically student achievement of the academic and technical skills and knowledge essential to meeting Washington State essential academic learning requirements (EALRs) and grade level expectations (GLEs).

The District will utilize a variety of assessment procedures and measures to assess student performance including norm-referenced tests, district-level and classroom-based performance assessments. The District believes that a variety of measures will give the most accurate picture of student performance.

Parents will be given results of all state and district-level assessments.

## **INDIVIDUAL APTITUDE, INTEREST AND ACHIEVEMENT TESTING**

It is a part of the District program to administer aptitude, interest and achievement tests to students. These tests will be approved as to form by the principal, Director of Special Services, para-educators or District assessment administrator. The tests will be administered by teachers, counselors or psychologists, and will be used to assist in educational planning for the student.

The District encourages parents/guardians to inquire as to the results of the District testing program. Records are maintained at the respective schools and, upon request, parents/guardians may meet with school personnel to learn of the tests administered and have results for their student(s) reported to them. The explanation given to parents/guardians will include the types of tests used, what is covered, how the results are used and information specific to the student(s) involved.

## **INDIVIDUAL PSYCHOLOGICAL TESTING**

Counselors, school psychologist(s) or other qualified staff may conduct individual psychological appraisals of students. The appraisals may include diagnostic psychological testing when educational circumstances indicate the need of a detailed analysis of the student(s) in relation to his or her educational program. This will be done only after prior written consent from parent(s), guardian(s) or a designated surrogate parent(s), hereinafter referred to as parent(s), and using procedures approved by the Director of Special Services. The written consent from parent(s) and the results of the test(s) will be kept on file.

The District encourages parents to inquire as to the results of the District testing program. Records are maintained at the respective schools and, upon request, parent(s) may meet with school personnel to learn of the test(s) administered and have results for their student(s) reported to them. The explanation given to parent(s) will include the types of test(s) used, what is covered, how the results are used and information specific to the student(s) involved.

**CONFIDENTIALITY OF PERSONALLY IDENTIFIABLE INFORMATION**

The confidentiality of students' records will be maintained throughout the period of time when such records are collected, stored, disclosed or destroyed by the District.

The District shall:

- 1) Inform all parent(s) of student(s) or eligible student(s) of their rights to confidentiality at least annually, including appropriate notice to parent(s) of student(s) identified as having a primary or home language other than English;
- 2) Inform all parent(s) of the locations where copies of the confidentiality policy may be obtained and their right to file complaints under WAC 392-171-761 concerning alleged failure by the District to comply with the requirements of the confidentiality provision in WAC 392-171-636;
- 3) Permit all parent(s) of student(s) or eligible student(s) to inspect and review the educational records of the student(s); and
- 4) Provide all parent(s) of student(s) or eligible student(s) with an opportunity to seek the correction of educational records of the student(s) through a request to amend the records or a hearing per WAC 392-171-621 and 626, as well as the opportunity to place a statement in the education records of the student as provided in WAC 392-171-621(6).

A copy of this policy shall be made available upon request to parents of student(s) and to eligible student(s).



<i>LEGAL REFERENCES</i>	<i>RCW 28A.655.010</i>	<i>Washington Commission on Student Learning</i>
	<i>WAC 392-171-621</i>	<i>Amendment of Records at the Request of a Parent or Adult Student</i>
	<i>392-171-626</i>	<i>Hearing Procedures Regarding Records</i>
	<i>392-171-761</i>	<i>Right to Register and Process Complaints</i>



<i>POLICY ADOPTED</i>	<i>May 8, 1972</i>
<i>REVISED</i>	<i>January 12, 1987</i>
<i>REVISED</i>	<i>June 5, 1989</i>
<i>REVISED</i>	<i>June 27, 1995</i>
<i>RENUMBERED</i>	<i>May 12, 2003</i>
<i>REVISED</i>	<i>May 10, 2004</i>