
PROGRAM EVALUATION

TESTING PROGRAM

District staff will meet at least once per year to review the District assessment program. A recommendation will be made to the Superintendent for the following year's assessment program by May 15. The recommendation will include a schedule for all assessment activities to be conducted during the year. In its review, the committee will consider such factors as:

- A. **VALIDITY.** Do the proposed assessment materials measure the District's objectives? Are the items compatible with the District scope and sequence?
- B. **ADMINISTRATION.** Are directions clear for the teacher? For the student? Is the format attractive?
- C. **INTERPRETATION OF RESULTS.** Are results reported in a form that is meaningful to the teacher, the student, the District, the parent?

The Superintendent and principals will have input to the proposed assessment activities schedule. The district office will be responsible for ordering tests, distributing materials and scoring sheets, and distributing administration instructions. After tests have been scored, the district office will be responsible for:

- A. Preparing reports on test results for board, instructional staff, parents/guardians and the general public.
- B. Interpreting scores for staff and interested persons.
- C. Disseminating individual scores to staff responsible for counseling, screening and special placement of individuals.
- D. Preparing reports to assist staff in implementing changes and improvements in curriculum.



PROCEDURE ESTABLISHED January 24, 2011