

Procedure - Program Evaluation

Testing Program

The district will develop a schedule for all assessment activities to be conducted during the year. In its review, the district will consider whether to include 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 and for the students? Is the format appropriate?
- C. **Interpretation of Results.** Are results reported in a form that is meaningful to the teacher, the student, the district, and parents?

The schedule should be distributed to individual schools by August 25. 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 evaluate curriculum and assist staff in implementing changes and improvements in curriculum.

Adoption Date:

Classification: **Encouraged**

Revised Dates: **12.99; 12.00; 12/01/2011; 3.24**