

GREENWICH PUBLIC SCHOOLS
Greenwich, Connecticut

**Policy E-003 – ACADEMIC MASTERY & WHOLE STUDENT DEVELOPMENT
– ASSESSMENT STANDARDS**

Procedure E-003.4 - Research: Testing

Testing Program

A plan of system-wide testing in addition to mandated statewide assessments, shall be developed and implemented as an indication of the success and quality of the district's total educational program. In the case of individual students, standardized achievement tests, in combination with other criteria, can provide an indication of student achievement.

The purposes of the district-wide testing program are to facilitate and provide information for the following:

1. Student Achievement – To produce information about relative student achievement so that parents/guardians, students and teachers have a baseline against which to monitor academic progress. Within the limitations of group testing instruments, the information should be useful to serve as a validation device for other measures of student progress.
2. School and District Assessment – To provide additional indicators of the progress of the district toward established goals.
3. Instructional Change – To provide data which will assist in the preparation of recommendations for instructional program changes to:
 - a. Help teachers with instructional decisions, plans and changes regarding classroom objectives and program implementation;
 - b. Help the professional staff formulate and recommend instructional policy; and
 - c. Help the Superintendent adopt instructional policies.
4. Student Counseling – To serve as a tool in the counseling and guidance of students for further direction and for specific academic placement.

Testing Program (continued)

The testing program is an integral part of the district's needs assessment and evaluation programs. The program should be developed primarily for furnishing needed information to decision makers, including the Board, administrators, teachers, parents/guardians and students.

The needs of these various groups shall be clearly identified, and the testing program shall be limited to obtaining that information which is needed and useful.

In planning, testing will contribute to the learning process rather than detract from it.

The district shall not discriminate in the methods, practices and materials used for testing, evaluating and counseling students on the basis of sex, race, national origin, creed, sexual orientation or physical, mental, emotional or learning disability. Discrimination complaints shall be processed in accordance with established procedures.

Parents shall be notified prior to any individual student testing, beyond that which is part of the regular classroom routine. Parental notification shall include the reason for the testing and an explanation of the test to be used. All such test results shall be shared with parents, both to explain individual student, as well as school and district, performance.

The Superintendent will provide in-service education to the staff in the use of designated tests, confidentiality issues and interpretation of test results.

A periodic review and evaluation of the district's testing program will be conducted.

Legal Reference: 10-14n Statewide Mastery Examination
(cf. 1200-Communication with the public)

Procedure Revised – February 2006