

Brockton Public Schools School Committee Policy

TESTING AND ASSESSMENT ADMINISTRATION

The Supervisor of Assessment, Data Analysis, Research and Evaluation is responsible for the organization and coordination of all citywide testing programs.

The Brockton Public Schools adheres to all federal and state laws and regulations regarding proper test administration. In addition, the Brockton Public Schools endorses the *Standards for Educational and Psychological Tests* promulgated by the Joint Committee on Testing of the American Psychological Association (APA), American Educational Research Association (AERA), and National Council on Measurement in Education (NCME).

Appropriate test use in educational settings requires attention to several major principles summarized below.

1. Test and other assessment instruments should be selected, administered, and interpreted only by properly trained personnel;
2. Inferences from test data must be limited to those areas for which the test has been properly validated;
3. Proper test security must be maintained at all times for secure instruments;
4. Professionals involved in the assessment process should strive to understand and limit the effects of linguistic, cultural, and gender bias;
5. Staff members must be familiar with and adhere to procedures contained in applicable *Manuals for Test Administrators* for all state and citywide standardized tests.

Moreover, in an ongoing effort to ensure the appropriateness and utility of inferences made from test data, the Brockton Public Schools strives to:

1. Select/develop assessment methods appropriate for instructional decisions;
2. Make decisions regarding individual students, plan instructional activities, and develop curriculum informed by assessment data;
3. Communicate assessment results to students, parents, colleagues, and the community in understandable and useful terms;
4. Avoid unethical, illegal, or otherwise inappropriate use of assessment methods and results;
5. Assess students in light of accommodations detailed in their IEP/504 plans.