

North Platte R-I School District



2020-2021 Assessment Plan

Board Approved: _____

Bennett French, Board President

District Test Coordinator, Casey Justus
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School Test Coordinator (Grades K-5), Kelsey Lammoglia

North Platte R-I School District Assessment Plan

The North Platte School District will use assessments as one indicator of the success and quality of the district's education program. The Board recognizes its obligation to provide for, and administer assessments as required by law. The Board directs the superintendent or designee to create procedures governing assessments consistent with law and Board policy. The Board will annually review student performance data and use this information to evaluate the effectiveness of the district's instructional programs, making adjustments as necessary. MSIP 5 I-4.1 requires the school district to locally approve annually the District's Assessment Plan.

Test security and ethical testing practices are priorities. Test security and ethics also include standardized training for all District and School Test Coordinators, Examiners, translators, proctors, and any district staff who have responsibilities in testing. The District will utilize test administration manuals and webinars from the Missouri Department of Education.

Storage and Access Before Test Administration

- All Missouri assessment materials are to be secure at all times. Both written and verbal discussion of specific assessment items breaches the security and integrity of the test. Discussion between Test Examiners, proctors, translators, or any district staff regarding test items is not permitted.
- Teachers will have access to the appropriate documents, including the Test Administration Manual.

If the school district has students who are taking the paper/pencil version of the test the following will occur:

- When the test documents arrive at the district the school test coordinator will carefully check all materials and sort them in preparation for administration, documenting the number of booklets that will be sent to each administration site.
- The school test coordinators will assume responsibility for contacting the testing vendor if the order is inaccurate and for providing secured storage of any materials received as a result of this contact.
- Beyond the initial check and sorting, test booklets will remain untouched until they are distributed for administration.
- Only the district and school test coordinator and other designated individuals will have access to test materials.
- No teachers shall have access to test booklets or be told what is in them before the test is distributed.

Instructions for Test Administration

1. Prior to the first day of any standardized testing, all staff involved in test administration will be required to participate in an in-service led by the school testing coordinator. This in-service will train test administrators in administration procedures. The School Test Coordinator will document all Test Administrators attendance.
2. The in-service will focus on the maintenance of test security during test administration. Security issues addressed will include handling materials in a secure manner, providing directions to students, responding to student questions, and monitoring the test setting.
3. Building Administrators will work with the School Test Coordinator and teachers to develop a testing schedule for the building that minimizes student distractions and optimizes student performance.
4. Parents and students should be informed of the building assessment schedule so they may help ensure their students are present on the day of testing and prepared.
5. Students should have experience using computers and should know how to use the mouse and keyboard before taking exams. Administrators shall ensure that teachers have given students the above opportunity, prior to the testing windows.
6. Building Administrators shall work with the School Test Coordinator and Technology Coordinator to determine the layout of the computer lab for all online testing.

Test Administration

1. All standardized tests will be administered in an appropriate manner in compliance with testing guidelines.
2. If a student is paper/pencil testing, test booklets will be delivered to the building before the day of testing. Students will not receive test booklets until it is time for testing to begin.
3. Students will be encouraged to use the restroom facilities, get drinks, etc., before testing begins. If students must leave the room during testing, they will be instructed to place their answer sheets in the test booklets and close the booklet, or if online testing, the student will be instructed to pause the test before leaving the room.
4. All individuals administering tests will strictly follow the procedures outline in the test administration manual. Test administrators will not leave the testing room during the time in which the test is being given.
5. While testing is in progress, building administrators and other designated individuals will move between classrooms to help monitor administration and will provide assistance as needed.
6. If a test is to be administered over a series of days, test booklets, and answer sheets will be collected each day immediately following testing, counted by the test administrator and stored in a locked facility. Scratch paper should be collected and destroyed daily.

Collection and Storage of Test Materials Following Testing

1. Answer sheets and test booklets will be collected from test administrators immediately following testing, organized according to instructions, and stored in a secure area. All scratch paper shall be destroyed following each testing session.
2. Test booklets and answer sheets will be re-counted by the School Test Coordinator, and these counts will be documented and checked against pre-administration counts.

3. Answer sheets and test booklets will be sorted and packaged by the School Test Coordinator or person who has been designated as responsible, and shipped for scoring as quickly as possible while still allowing for make-ups.
4. All test make-ups will be scheduled by the School Test Coordinator. Students in each building will be grouped together for testing. A designated individual will administer the test according to specified administration procedures, taking all previously mentioned precautions to ensure security. Test materials will be counted.

Sanctions Against Unfair Practices

1. The security measures outlined in this document should help prevent unfair practices; however, should they occur, the sanctions specified in this section will be put into motion. Following is a list of unfair practices which this district considers inappropriate:
 - Copying any part of a standardized test booklet for any reason.
 - Removal of a test booklet from the secure storage area except during test administration.
 - Failure to return all test booklets following test administration.
 - Directly teaching any test item included on a standardized test.
 - Altering a student's response to items on an answer sheet.
 - Indicating to a student during testing that they have missed items and need to change them; giving students clues or answers to questions; allowing students to give each other answers to questions or to copy off each other's work; or altering test administration procedures in any other way to give students an unfair advantage. Undue pressure or encouragement on the part of administrators for teachers to engage in any of the aforementioned inappropriate or unfair practices.
2. If a district staff person is suspected of engaging in any of the above unfair practices; an immediate investigation will occur. If allegations are proven, a report will be forwarded to the superintendent and appropriate disciplinary action will be taken.

Standardized Tests Administered in the North Platte R-I School District

Level/Date	Test Title	Description & Purpose	Use & Dissemination
Incoming Kindergarten Spring Required	Developmental Indicators for the Assessment of Learning (DIAL)	Instruments are used to observe various developmental skills demonstrated by the child and to assist teachers in planning developmentally appropriate programs for individual student needs. Also used to identify students with serious developmental delays which may require further evaluation.	Information will be used to inform parents of their child's current developmental status in relationship to Kindergarten readiness skills. Results will be used to assist the district in preparing for the incoming students' needs. Teachers discuss results with the parents.
Grades K-5	STAR Reading Assessment	The STAR Reading Assessment is a comprehensive examination that tests the range of students' knowledge of reading and language. Questions on this test cover 46 reading skill areas spread across five domains, which provide a zone of proximal development (ZPD) reading range.	Used to determine student performance in reading. Scores are used to identify potential students for the Title I Reading program.
Grades K-5 As needed at this level	Early Reading Assessment	The STAR Early Reading Assessment measures students' vocabulary, phonics, language, and numeracy skills, monitors achievement and growth, and tracks understanding of literacy concepts aligned to state learning standards.	Used to determine student performance in reading. Scores are used to identify potential students for the Title I Reading program.
Grades 3-5	CMB Fluency Check	The CMB Fluency Check assesses student's fluency level of reading at grade level.	Used to check oral reading fluency rate of the individual reader.
Grades K-5	Pathways	A systematic approach to phonetic instruction and evaluation of phonetic development.	Used to assess phonetic awareness and screening for at-risk-reading tendencies.
Grades K-5	STAR Mathematics Testing	The STAR Math is an online adaptive assessment program for	Used in the instructional setting for direct teaching of large group,

		math, including basic math, algebra, geometry, and statistics.	small group, and remediation placement. Used for screening, progress monitoring, and growth of students in the area of mathematical concepts.
Grades 3-8 Spring Required	<p>Missouri Assessment Program</p> <ul style="list-style-type: none"> Grade Level Assessments <p>Grade 3- ELA & Math Grade 4- ELA & Math Grade 5- ELA, Math & Science Grade 6- ELA & Math Grade 7- ELA & Math Grade 8 ELA, Math & Science</p>	An assessment used to measure academic skills as related to the Missouri Show Me Standards and Missouri Learning Standards. All MAP Communication Arts, Math and Science will be administered to the grade levels as assigned by the Missouri Department of Elementary and Secondary Education.	Results will be used for curriculum revisions. Results will also be used to determine individual and grade level strengths and weaknesses. Results will be used by staff in instructional planning. Results will be provided to the Board of Education, administration, teachers, parents, and community stakeholders. Parents will be notified via the District website when score reports will be handed out to students.
Grades 3-8 March-May	<p>The MAP-A is administered by educators in three content areas:</p> <ul style="list-style-type: none"> English language arts in grades 3-8 and 11 Mathematics in grades 3-8 and 11 Science in grades 5, 8 and 11 	The Missouri Assessment Program-Alternate Assessment (MAP-A) is administered to students with the most significant cognitive disabilities who meet grade level and eligibility criteria that are determined by the student's Individualized Education Program (IEP) team using DESE-established eligibility criteria.	Results will be provided to the Board of Education, administration, teachers and parents. Student score reports will be sent home to parents.
Grades 9-12 Spring Required	<p>Missouri Assessment Program</p> <ul style="list-style-type: none"> End of Course Exams 	<p>The Missouri Assessment Program assesses students' progress toward mastery of the Show-Me Standards which are the educational standards in Missouri.</p> <p>End of Course assessments are taken when a student has received instruction on the Missouri Learning Standards for an assessment, regardless of grade level.</p>	Results will be used for curriculum revisions. Results will also be used to determine individual and grade level strengths and weaknesses. Results will be used by staff in instructional planning. Results will be provided to the Board of Education, administration, teachers, parents, and community stakeholders. Parents will be notified via the District website when score

			reports will be handed out to students. The Test Coordinator will print EOC results and distribute them to the test administrators to distribute to students. A notice will be placed on the school's website notifying parents that scores are being sent home.
Grade 11 Fall Required unless, parents opt their student out	Armed Services Vocational Aptitude Battery (ASVAB)	The ASVAB is a multiple-aptitude battery that measures developed abilities and helps predict future academic and occupational success. It is one of the MSIP 5 measures of College and Career Readiness	Results are used to assist students in career planning and vocational selection in technical programs. Individual results are provided to the student and the administration.
Grades 10 and 11 Optional	Preliminary Scholastic Aptitude Test (PSAT/NMSQT)	The PSAT/NMSQT National Merit Scholarship Qualifying Test is a preliminary version of the SAT. The PSAT helps prepare students to take the SAT or ACT. A great score on the PSAT can also qualify students for National Merit Scholarships and other awards.	This exam is used to determine verbal reasoning, critical reading, math problem solving and writing skills in preparation for college entrance and the National Merit Program. Results are given to the individuals taking the test.
Grade 12 or by Graduation	Civics Exam	Public school students must pass an exam on the provisions and principals of American civics in order to graduate. The exam has to contain 100 questions similar to the 100 questions of the U.S. Naturalization test, produced by the United States Citizenship and Immigration Services.	Noted on transcript
Grade 12 or by Graduation	Missouri and United States Constitution Test	Students must satisfactorily pass a test or tests on the provisions and principles of the U.S. and Missouri constitutions and in American history and institutions at some time(s) during grades 7-12.	Noted on transcript