

Standardized Testing

Integrity of academic testing is a cornerstone of accurate measurement of an individual student's academic progress, the academic progress of a class and school, and teacher effectiveness in the classroom.

It is the Board's policy that cheating or plagiarism on standardized tests or assisting others to cheat or plagiarize shall not be tolerated and will subject the student or staff member to severe disciplinary action, including potential recommendation for suspension and/or discharge.

The superintendent shall develop standardized test administration procedures to ensure the security and confidential integrity of standardized tests. Conduct that violates the security or confidential integrity of a standardized test is defined as any departure from the test administration procedures established by the superintendent. Conduct of this nature may include, but not be limited to, the following acts and omissions:

1. duplicating secure examination materials;
2. disclosing the contents of any portion of a secure test;
3. providing, suggesting or indicating to an examinee a response or answer to a secure test item or prompting;
4. changing or altering a response or answer of an examinee to a secure test item;
5. aiding, assisting or prompting an examinee with a response or answer to a secure test item;
6. encouraging, assisting or prompting an individual to engage in the conduct described in paragraphs (1)-(5) of this subsection; or
7. failing to report to an appropriate authority that an individual has engaged in conduct outlined in paragraphs (1)-(6) of this subsection.

Principals, as the academic leaders in their respective schools, shall be the persons primarily responsible for monitoring the academic integrity, including examination security, of the individual school, and shall immediately report any improper standardized testing activity to the superintendent. For any standardized examination, the principal is responsible for a rigorous count and match procedure used when the exam is distributed and collected.

Individual teachers shall insist on high standards of academic integrity in their classrooms and take reasonable steps to reduce opportunities to engage in academic dishonesty, and immediately report any improper activity to the principal of the school.

All school employees shall follow the testing procedures on standardized tests which are enumerated by the testing companies.

Adopted: August 22, 2000
Revised: February 24, 2015

CROSS REFS.: GBEB, Staff Conduct (And Responsibilities)
JICDA, Student Code of Conduct