

# Testing/Narrative Assessment Information

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## **Required:**

A norm-referenced, standardized achievement test, or approved alternative, that documents the level of achievement for each student, must be administered each year for grades 4-12.

Children in grades K-3 do not need standardized tests, unless you choose. You or someone you designate may write a 'Year-End Narrative Assessment' instead.

**Due Date:** At the time the fourth quarterly report is submitted.

## **Administration:**

Selected by parents from the following:

- At the public school, by its professional staff, at a time scheduled by the district.
- At a registered nonpublic school, by its professional staff, with the prior consent of the school's Chief School Officer
- At a non-registered, nonpublic school, by its professional staff, with the prior consent of both the OCM BOCES Educational Programs Coordinator and the Chief School Officer of the nonpublic school
- At parent's home, or any reasonable location, by a New York State certified teacher or other qualified person with the prior consent of the OCM BOCES Educational Programs Coordinator

**Note:** A parent who has been identified as a the home school instructor may administer a standardized achievement test with the prior consent of the OCM BOCES Educational Programs Coordinator

## **Scoring:**

The test shall be scored by the person administering the test or by other qualified persons mutually agreeable to the parents and OCM BOCES Educational Programs Coordinator.

**Note:** Once testing has occurred, send in a copy of the OFFICIAL TEST RESULTS as soon as possible. Only the official results that are sent directly from the testing service will be accepted as evidence of testing.

**Costs:**

If the parent chooses a test that has not been ordered for use in the public schools of the district, the district, upon request of the parent would order the test. ***The parent will incur the cost of procuring it.*** When the test is administered at a location other than the public school, the cost of administration, including facilities, personnel, and transportation shall be borne by the parents. Be sure to allow ample time for ordering and shipping.

**Results:**

A student's score shall be deemed adequate if the composite score is above the 33<sup>rd</sup> percentile on national norms, or reflects one academic year of growth compared to a test administered during or subsequent to the prior school year.

**Note:** A score below the 33<sup>rd</sup> percentile is considered inadequate and the program shall be placed on probation for a period of up to two years. A remediation plan is required for home school programs placed on probation and is required to be submitted prior to submitting the IHIP for the next school year.

**\*\*\*New York State Home Instruction Law requires that students in grades 9-12 be tested every year.**

It is recommended that a New York State certified teacher administer the test, although the parent may do so.

Students in grades 10 or 11 can take the PSAT in October. Sign up with your child's school guidance counselor, OCM BOCES can help coordinate this. Students in grades 11-12 may also take ACT ([www.act.org](http://www.act.org)) or SAT or SAT II from College Board ([www.collegeboard.com](http://www.collegeboard.com)). 12TH graders may also use any college placement test that is given by a college or university.

**Alternative Evaluations:**

A written narrative completed by a qualified person is permitted to be chosen by parents under the following conditions:

- A. Student is in grade 1-3
- B. Students in grade 4-8 may be assessed by written narrative every other year only (e.g. grades 4,6,8 or grades 3,5,7)

**Administration:**

A qualified person such as a certified teacher or a home instruction peer review panel may be chosen by the parent with the consent of the OCM BOCES Educational Programs Coordinator. A parent who has been identified as the home school instructor may also complete a narrative assessment with the prior consent of the Educational Programs Coordinator. Any costs involved are the responsibility of the parent.

**Process:**

The evaluator for a narrative assessment interviews the student and reviews a portfolio of his/her work. The portfolio should include a variety of work samples that demonstrate growth and achievement over the year in the curricular areas as outlined in the IHIP. The written narrative that is submitted should describe the work that has been observed and certifies whether or not the student has made adequate progress. Such evaluations require planning. It is advisable to make decisions about the annual assessment early in the year so there is ample time to make arrangements and report such arrangements on the third quarterly report form.

**Results:**

In a narrative assessment the administrator(s) certify that the student has made either adequate or inadequate progress based on the student work that has been reviewed.