

INSTRUCTION

Program Evaluation

A district program evaluation committee, that represents the staff will meet at least once per year to review the district assessment program. The committee will submit its recommendation to the Superintendent for the following year's testing program by May 15. The recommendation will include all standardized assessment activities to be conducted during the year, which are mandated by the district, the state of Washington or various categorically funded programs. The test committee shall be responsible for: In its review, the committee will consider such factors as:

1. **Validity.** Do the proposed assessment materials measure the district's objectives? Are the items compatible with the district scope and sequence?
2. **Administration.** Are directions clear for the teacher and for the students? Is the format user friendly?
3. **Interpretation of Results.** Are results reported in a form that is meaningful to the teacher, the student, the district, and parents?

The proposed schedule will be approved by principals and by the Superintendent. The schedule will be distributed to individual schools by August 15. The district office will be responsible for ordering tests of any format, distributing assessment and scoring materials, and distributing administrative instructions or providing professional development as needed. After tests have been scored the assessment office will be responsible for:

1. Preparing reports on test results for board, instructional staff, parents/guardians and the general public.
2. Interpreting scores for staff and interested persons
3. Disseminating individual scores to staff responsible for counseling, screening and special placement of individuals

Adopted: January 22, 1992

Revised: February 14, 2018