

POLICY	BOARD OF EDUCATION OF FREDERICK COUNTY, MARYLAND
TEST ADMINISTRATION AND DATA REPORTING	SECTION 438
	Adopted: 4/8/92 Reviewed: 5/27/09 Amended: 6/10/09

438 Test Administration and Data Reporting

State and locally mandated tests are an important part of the educational process. The results are used, along with other data sources, in evaluating the progress of students and schools in accomplishing learning outcomes. These and other tests provide data that can be used for the improvement of classroom instruction and curricular programs. Some of the state-mandated tests are required for graduation. Tests also serve as additional standardized vehicles for providing student and parent feedback.

The Board of Education of Frederick County is committed to the development and enforcement of provisions for the security of testing materials, the ethical administration of tests, and the accurate reporting of test data. It is also committed to administering tests in a standardized manner in order to assure accuracy and fairness of student-level, school-level, and program-level results.

The Maryland State Board of Education Bylaws 13A.03.04 and 13A.12.05 require that each district and school provide for the security and ethical administration of state-required tests and the accurate reporting of all required data elements. These state regulations provide for the range of activities from procurement of secure materials through the return of the materials, the accurate reporting of data, the investigation of apparent violations, and the repercussions of test security and data reporting violations.

The superintendent shall develop and adopt rules and regulations to ensure compliance with the test administration and data reporting bylaws, providing parallel regulations for the locally-mandated norm-referenced tests and the annual progress reports. The students and staff of the Frederick County Public School system (FCPS) are expected to adhere to these provisions to maintain test security, to ensure ethical test administrations, and to report accurate data.