

Calvert County Public Schools  
1305 Dares Beach Road  
Prince Frederick, MD 20678

**Policy Statement #2500 (Instruction) of the Board of Education  
Regarding Test Administration and Data Collection and Reporting**

- I. Purpose
  - A. To ensure testing conditions meet state requirements
  - B. To ensure accurate collection and reporting of test data
  - C. To ensure that appropriate attention is given to the integrity and security of each test administration
- II. Policy Statement
  - A. The Board of Education affirms the value of test data for the purpose of informed instructional decision making. Therefore, adequate provisions will be made for the security of any mandated testing materials, for the testing process itself and for the accuracy of its data collection and reporting.
- III. Delegation of Authority
  - A. The Superintendent is directed to develop administrative procedures to implement this policy in accordance with all local policies and local, state and federal laws and regulations and to communicate this policy and accompanying procedures to all relevant parties.
- IV. Exceptions
  - A. There are no exceptions to this policy. However, the Board, by majority vote, may temporarily suspend all or part of this policy. Suspension of all or part of this policy, however, in no way relieves the Board of its obligation to comply with the pertinent local, state and federal laws and regulations or the rules and regulations of the Maryland State Board of Education and the Maryland State Department of Education.
- V. Review
  - A. This policy will be reviewed at the end of four years, or sooner, if approved by majority vote of the Board of Education in public session.
- VI. Effective Date
  - A. This policy is effective February 7, 2019.

Citations

State Law:  
State Reg.: COMAR 13A.03.04.01-07  
Federal Law:  
Adm. Reg.:

Instruction #2500  
Originally Adopted: 8/13/92  
Revised: 9/10/98, 1/13/05; 1/10/08; 1/13/11; 1/08/15; 2/7/19  
Page 1 of 1

Neg. Agr.:  
Other Citation