

## INSTRUCTION

### Testing Programs and Assessment Programs

#### Inter-district Procedure for State Testing

The district will provide students living in the district boundaries attending online and/or non-resident districts with access to state assessments. Procedures and responsibilities are as follows:

- A. The district shall furnish the necessary personnel, equipment, material and/or services and otherwise do all things necessary for or incidental to the performance of the work.
- B. The non-resident district will register students following state procedures and using the state preregistration system. The registration site includes information regarding the student name, grade level, tests to be administered, online school name, special accommodations, and the school where the student will test. Failure to register students via the state preregistration site may not guarantee available testing for non-resident students within the district.
- A. Representatives from the non-resident district will contact the district assessment coordinator prior to testing to receive information on specific testing locations and testing times.
- B. The non-resident district will notify parents/students of testing requirements, specific time and location of testing, and be responsible for arranging for transportation to and from the testing school.
- C. District staff will administer the tests to the students in the non-resident district in accordance with their building test schedule. Completed tests will be returned to the non-resident district by the district's assessment coordinator.

Unless otherwise addressed, the responsibility for the student remains with the online/non-resident school district.

Amended: July 2023