



PUBLIC SCHOOLS OF NORTH CAROLINA

DEPARTMENT OF PUBLIC INSTRUCTION | June St. Clair Atkinson, Ed.D., *State Superintendent*

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April 29, 2010

TO: LEA Testing Directors/Coordinators
LEA Exceptional Children Directors
LEA Section 504 Coordinators
LEA Limited English Proficiency Coordinators

FROM: Gary Williamson, Director of Accountability Operations *GW*
Division of Accountability Services

Cindy Bennett, Director *CB*
K-12 Curriculum, Instruction & Technology Division

Mary N. Watson, Director *MNW*
Exceptional Children Division

Elissa Brown, Director *EB*
Section 504, Academic Services and Instructional Support

SUBJECT: Testing Accommodations Must be Routinely Used in Instruction and Similar Classroom Assessments

This letter is being sent as a reminder of policies that ensure students have adequate time to routinely use approved accommodations in instruction and similar classroom assessments prior to the accommodations being used on a statewide assessment. Students eligible to receive testing accommodations include the following:

- Students with disabilities with a current Individualized Education Program (IEP),
- Students with a current Section 504 Plan,
- Students identified as limited English proficient (LEP) who score below Level 5.0 Bridging on the reading subtest of the W-APT/ACCESS for ELLs® (for all tests except grade 10 writing) and below Level 5.0 Bridging on the writing subtest of the W-APT/ACCESS for ELLs® (for grade 10 writing only), and
- Students with appropriate documentation identified with a transitory impairment.

In order for a student with disabilities and/or limited English proficiency to receive a testing accommodation, it must be documented in his/her IEP, Section 504 Plan, or LEP documentation and it should be used routinely during instruction and similar classroom assessments. Instructional accommodations can and should be used/changed as appropriate in order to meet the needs of students; however, to allow sufficient time for the testing accommodations to be routinely used there should not be additions/changes to the testing accommodations in the IEP, Section 504 Plan, LEP documentation, or transitory impairment documentation just prior to testing unless the student's

DIVISION OF ACCOUNTABILITY SERVICES

6314 Mail Service Center, Raleigh, North Carolina 27699-6314 | (919) 807-3769 | Fax (919) 807-3772

AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER

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Page 2

eligibility status has changed (e.g., the student is newly identified as EC, the student is newly identified as having a transitory impairment). If a student is newly identified as having a disability and it is just prior to testing, any testing accommodations that are documented and implemented should have been used as interventions prior to identification. This is to ensure that students have experience using the accommodations during instruction and similar classroom assessments.

Continuing in the 2009-10 school year, if a student does not have at least 30 calendar days prior to the test date to use the accommodation then the use of the accommodation cannot be considered "routinely used" during instruction or similar classroom assessments. Please be reminded that the use of testing accommodations that are not routinely used during instruction or similar classroom assessments is a misadministration and results in invalid test scores.

GLW:CWB:MNW:EB:cp

c: Regional Accountability Coordinators
Exceptional Children Regional Consultants
Rebecca Garland, Chief Academic Officer
Angela Quick, Deputy Chief Academic Officer
Lou Fabrizio, Director of Accountability Policy & Communications
Laura Snyder, Assistant Director of Exceptional Children
Ira Wolfe, Section Chief, EC Policy, Monitoring and Audit
Tom Winton, Section Chief, EC Instructional Support & Related Services
Helga Fasciano, Section Chief, K-12 Program Areas
Sarah McManus, Section Chief, Testing Policy & Operations
Tammy Howard, Section Chief, Test Development
Carrie Perkis, Education/Testing Accountability Consultant