Policies and Security Plan

State Assessments | 2026-2027

FAIRLESS LOCAL SCHOOLS

Plan status: Effective for the 2026-2027 school year. Review before each assessment window and revise whenever Ohio Department of Education and Workforce guidance changes.

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Document Control and Annual Approval

Item	Information
District	Fairless Local Schools
School year	2026-2027
District Test Coordinator	Julie Weyandt | julie.weyandt@fairless.sparcc.org | 330-767-3577
Superintendent/designee	_____
Date adopted/reviewed	_____
Next required review	Before the first 2027-2028 administration or sooner if state guidance changes

Annual verification

Before each assessment administration, the District Test Coordinator will verify this plan against the current manuals and portal resources for the assessment being given. Where current state instructions differ from this plan, the current state instructions control and the District Test Coordinator will communicate the change in writing before testing.

Scope

This plan establishes districtwide security procedures for state-required assessments administered by Fairless Local Schools, including Ohio's State Tests (OST), AASCD, OELPS, OELPA, Alt-OELPA, the state-funded ACT or SAT, state diagnostics, and other secure state assessments. Personnel must also follow the assessment-specific manual and vendor requirements. Commercial and local assessments are governed by provider and district rules unless state law makes another rule applicable.

Required current resources

- Applicable Test Administration Manual and supplemental paper-testing instructions
- Online Testing Highlights and Script or assessment-specific directions for administration
- Ohio Test Resource Book
- Ohio Test Security Provisions and Procedures
- Applicable Ohio accessibility manual and decision-making tools
- Test Incident Guidance Document and current TIDE/user guides
- Assessment-specific portal announcements, testing times, and test dates

Do not rely on copied excerpts. Appendix letters, page numbers, testing times, platform steps, and accommodation codes may change. Testing personnel must use the current versions posted by the Department or assessment vendor.

1. Purpose and Governing Standards

Fairless Local Schools is committed to valid, reliable, fair, and secure assessment practices. All personnel and students must protect secure test content and follow standardized administration procedures before, during, and after testing, including makeup and breach administrations.

This plan is based on Ohio Revised Code sections 3301.0710, 3301.0711, 3319.151, and 3319.99; Ohio Administrative Code rules 3301-7-01, 3301-13-02, 3301-13-03, and 3301-13-05; and current Department guidance.

Nothing in this plan limits employee or student due-process rights or applicable collective-bargaining, board-policy, or law requirements.

Core security rules

- Secure test questions, passages, prompts, answer choices, student responses, test tickets, booklets, answer documents, and designated materials may be accessed only for authorized testing purposes.
- No person may reveal, reproduce, photograph, copy, paraphrase, discuss, transmit, post, or otherwise disclose secure test content.
- Only authorized individuals may enter a testing room or access secure materials.
- Test administrators must actively monitor at all times and may not coach, cue, prompt, interpret, define, or otherwise assist with test content unless specifically permitted.
- All suspected irregularities, technology incidents, unethical practices, and security violations must be reported immediately.

2. Roles and Authorized Personnel

Role	Primary responsibilities
District Test Coordinator	Primary Department contact; district oversight; account and eligibility coordination; training; monitoring; incident reporting; Test Status Requests; material shipment; and record retention.
Building Test Coordinator	Building scheduling and logistics; local training; room and roster verification; material custody; accommodation verification; active- monitoring oversight; and immediate incident reporting.
Test Administrator	Conducts the session; follows the current script and directions; verifies students, tests, and settings; maintains security; actively monitors; accounts for materials; and immediately reports incidents.
Monitor/Proctor	Assists active monitoring under the direction of the qualified Test Administrator; remains in the room; follows security rules; and does not administer independently.
Translator/Scribe	Provides only the approved support, signs any required nondisclosure agreement, follows the applicable accessibility manual, and remains under Test Administrator supervision.
Technology Coordinator	Confirms devices and network readiness; protects credentials; supports approved troubleshooting; and avoids viewing, recording, or reproducing test content.

Test Administrator qualifications and ratios

Each testing room must be conducted by a Test Administrator who is employed by the participating school, is assigned to the room by the school, and holds a current Ohio license, certificate, permit, registration, or other credential permitted by Ohio Administrative Code. Fairless Local Schools does not assign substitute teachers as Test Administrators unless the District Test Coordinator confirms in writing that the individual meets all state and local criteria.

A qualified Test Administrator must remain in each room for the entire session, including small-group and accommodation rooms. When more than 30 students are testing in a room, enough additional adult monitors must be assigned so the ratio never exceeds 30 students to one Test Administrator/monitor. A student may not serve as a monitor.

Authorized-person roster

Before each administration, each building will complete Appendix A. Only listed individuals may be present in a testing room or access secure materials. Changes must be approved and documented by the Building or District Test Coordinator before access is granted.

3. Annual Communication, Training, and Acknowledgment

By October 1 of each school year—or before an earlier fall administration—Fairless Local Schools will communicate the applicable written security procedures and consequences in writing and discuss them with employees who access secure materials, students who will be tested, and any other authorized individual. Staff and students will also receive an oral reminder before each administration period.

Staff requirements

- Complete the district's annual test-security and administration training before receiving test access or materials.
- Review the current assessment-specific manual, script, security guidance, accessibility guidance, and assigned role.
- Complete the current state or vendor certification course when required by the assessment or district.
- Sign the Staff Acknowledgment in Appendix B and any required nondisclosure agreement.
- Participate in a building preadministration meeting covering schedule, rooms, rosters, accommodations, devices, emergencies, materials, and incident reporting.

Student communication

Before each administration, the Test Administrator will explain in age-appropriate language that students must work independently, protect test content, use only authorized materials, keep electronic devices stored, and immediately report a problem. Students will be informed of applicable school consequences and possible test invalidation.

Training records

Building Test Coordinators will maintain the date, location, agenda, attendance, acknowledgments, and make-up training documentation. Training records will be provided to the District Test Coordinator upon request and retained according to the district records schedule and applicable law.

4. Before Testing

Scheduling and student eligibility

- Schedule testing and makeups only within the current state window and provide the official testing time for each test part.
- Verify each student's identity, enrollment, grade/course eligibility, assigned test, test mode, and required participation.
- Pre-identify students and review records in TIDE or the applicable system. Correct errors before testing whenever possible.
- Maintain a makeup plan and monitor participation through the applicable system.

Ohio law does not establish a general parent/student opt-out procedure for Ohio's State Tests. A parent or guardian may exercise the statutory option not to have the state-funded ACT or SAT administered when applicable.

Refusals and absences will be documented and handled under current law and Department guidance. A student excused for medical reasons or other good cause must be offered testing consistent with Ohio Revised Code and the applicable state window; contact the District Test Coordinator for individual cases.

Testing rooms

- Select rooms that support security, accessibility, comfort, adequate spacing, and active monitoring.
- Cover or remove instructional content that could assist students.
- Post an appropriate testing sign and limit entry to authorized personnel.
- Disable or position displays, dual monitors, and other equipment as required by the current manual.
- Keep security cameras in normal operation only; cameras may not zoom in on a testing device, screen, booklet, answer document, or secure content.
- Prepare approved scratch paper, pencils, calculators, headphones, and other allowed materials. Do not introduce unapproved materials.

System and credential security

Usernames, passwords, session IDs, test tickets, SSIDs, and student information are confidential. Staff may not share credentials or permit another person to use their account. Printed student information must remain supervised and be collected and securely destroyed when no longer needed.

5. Accessibility, Accommodations, and Testing Time

Individualized decisions

Accessibility features and accommodations must be allowable for the assessment and provided exactly as documented in the student's IEP, Section 504 Plan, English learner plan/documentation, or approved emergency/unique-accommodation process. Accommodations may not be added, removed, or changed for convenience or solely for testing.

Reading-access accommodations on ELA tests

Required individualized determination: Eligibility for text-to-speech, human read-aloud, screen reader, or sign-language interpretation on an Ohio State Test in English language arts must be determined annually by the student's IEP team or Section 504 team using the current Ohio Accessibility Manual and Reading Access Decision-Making Tool. Eligibility will not be determined solely by a district percentage, disability category, MAP score, or other single assessment score.

The team must document that the student's disability severely limits or prevents independent access to or decoding of printed or digital text, that the student regularly uses the support during classroom instruction, and that the student receives ongoing intensive instruction/intervention in foundational reading skills, along with any other current state criteria.

Verification

- The case manager/504 coordinator provides current documentation to the Building Test Coordinator by the established deadline.
- The Building Test Coordinator enters or verifies settings in TIDE or the applicable system before testing.
- A second qualified staff member verifies high-impact settings, including reading access, scribe, speech-to-text, translation, calculator, and one-to-one administration.

- The Test Administrator checks the student's settings before approving the student. Testing is paused if a setting appears incorrect.

Testing time and extended time

Students must receive the testing time established by the Department. Extended time may be provided only when permitted by the applicable assessment manual or documented as an allowable accommodation. English learners may receive extended time when permitted by the applicable accessibility manual. Extended testing may not exceed the limits established for the assessment. The online timer does not replace the Test Administrator's responsibility to track and enforce time.

6. Secure Materials and Chain of Custody

Receipt and district storage

The District Test Coordinator or designee will receive and inventory secure paper materials immediately, compare quantities and serial numbers with shipping records, document discrepancies, and store materials in a locked, access-controlled location in the District Curriculum Office. Access is limited to authorized personnel on Appendix A.

Distribution to buildings

Materials may be transferred to the Building Test Coordinator no more than 48 hours before the scheduled administration unless the District Test Coordinator approves another secure arrangement. Each transfer must document date, time, quantities, serial numbers when applicable, releasing person, receiving person, destination, and signatures. Materials must never be left unattended or stored in a classroom, vehicle, or unlocked location.

Daily checkout and return

- Building Test Coordinators count and sign out materials to each Test Administrator immediately before the session.
- Test Administrators maintain continuous custody and count materials before students enter, after distribution, before students leave, and at return.
- All booklets, answer documents, tickets, scratch paper, reference sheets, and other designated materials are returned the same day.
- The Building Test Coordinator reconciles counts and immediately reports any discrepancy to the District Test Coordinator.

Return, shipment, and destruction

Buildings will return secure materials to the District Curriculum Office at the conclusion of testing each day unless the District Test Coordinator has approved locked building storage between sessions. The district will return scorable used booklets, secure answer documents, and other specified materials to the designated location no later than one business day after the administration period. Nonscorable used and unused booklets, unused secure answer documents, and other specified materials will be returned no later than seven calendar days after the administration period, following vendor instructions.

Used scratch paper and other materials designated for destruction will be securely shredded under supervision. The responsible person and date of destruction will be recorded. Secure materials may not be placed in ordinary trash or recycling.

7. Electronic Devices and Calculators

Student devices

Students may not access cell phones, smartwatches, earbuds, cameras, tablets, personal computers, or other unauthorized electronic or Wi-Fi-enabled devices during testing. Devices must be powered off, collected or stored according to building procedures, and remain inaccessible until the Building Test Coordinator determines the testing period has ended.

An exception may be permitted only when required by an IEP, Section 504 Plan, documented health need, approved learning need, or emergency procedure. The Test Administrator must know the purpose of the device, limit its use to that purpose, and closely monitor it to protect test security.

Staff devices

A Test Administrator may possess a phone or other Wi-Fi-enabled device only for an approved medical or technology emergency, timekeeping, communication required by the testing plan, or another necessary test-related action. Personal use is prohibited. Staff may never photograph or record students, tests, computer screens, booklets, answer documents, or the testing room during testing.

Observed device access

If a student or staff member accesses an unauthorized device, the Test Administrator will secure the situation without examining or deleting content, document what was observed, and immediately contact the Building Test Coordinator. The Building and District Test Coordinators will determine next steps with the Department, including whether secure content may have been photographed, transmitted, posted, or otherwise compromised. Staff must not independently decide to invalidate or permit continued testing when a security concern exists.

Calculators

Only calculators permitted for the specific assessment or approved as an accommodation may be used. For handheld calculators, the Test Administrator will confirm memory is cleared before and after each session. Specialized calculators require applicable documentation. Current calculator policies and approved functions control.

8. During Testing

Standardized administration

- Use the current assessment-specific script verbatim. Do not omit, paraphrase, explain, or add directions unless the manual permits it.
- Verify the student's name, assigned test, test part, mode, and settings before approval or distribution.
- Start and end sessions only as directed. Protect session IDs and tickets from unauthorized viewing.
- Permit only authorized materials and approved accessibility supports.
- Track testing time for each student and document interruptions.

Active monitoring

Test Administrators and monitors must remain attentive and positioned to observe students throughout the session. Active monitoring includes circulating, scanning the room, confirming students are in the correct test,

watching for prohibited behavior, tracking completion and time, and responding to procedural or technology needs without viewing responses more closely than necessary.

The following are prohibited: grading, lesson planning, reading, sleeping, personal conversation, personal device use, completing unrelated electronic work, leaving students unattended, closely reviewing answers, signaling that an answer is blank or incorrect, coaching, or otherwise assisting with content.

Breaks

Brief supervised breaks may be provided when allowed. Students may not discuss the test or access devices. Online students must pause the test when directed. Before a student leaves the room, the Test Administrator collects or secures all paper materials, scratch paper, calculators, tickets, and special-format materials. Prefer one student out at a time. Breaks should generally not exceed 15 minutes unless an accommodation, emergency, or current manual permits otherwise.

Early completion

Students who finish early will remain silent and may use only materials preapproved by the Building Test Coordinator and permitted by the applicable manual. Materials must be unrelated to the subject tested and may not include a Chromebook or other electronic device. No student may access stored personal devices until the testing period has ended under building procedures.

Disruptions, illness, or emergency

Stop or pause testing for affected students, secure all materials, note the time and status, and contact the Building Test Coordinator. Remove a disruptive or ill student using normal safety procedures without exposing test content. For evacuation or closure, maintain custody if safe to do so and follow the emergency plan. The District Test Coordinator will consult the current Test Incident Guidance Document and submit any required Test Status Request.

9. After Testing

- Ensure each test is paused, ended, or submitted only as directed by the current manual.
- Collect and count every secure item before students leave or receive access to stored devices.
- Return materials, tickets, rosters, scratch paper, and documentation directly to the Building Test Coordinator the same day.
- Clear handheld calculator memory and restore approved settings as needed.
- Do not discuss, describe, reproduce, or post test content or student responses after testing.
- Report any discrepancy or incident immediately; do not wait for the end of the window.

The Building Test Coordinator will reconcile materials and participation records, verify test status in the applicable system, schedule makeups, document destruction, and send required records to the District Test Coordinator. Students should not log back into a completed test solely to submit it unless directed by the District Test Coordinator or Department.

10. Test Incidents and Immediate Reporting

Incident type	Description and examples
Testing irregularity	An event or departure that may affect performance but may or may not compromise results, such as a fire alarm or missing/incorrect accommodation.

Incident type	Description and examples
Test security violation	An unethical practice or violation that compromises security, data, or results, such as photographing an item, coaching, unauthorized discussion, or unaccounted secure materials.
Technology incident	A technology event that may affect testing, such as power loss, internet loss, device failure, or system interruption.

Immediate response

1. Protect student safety first and stop or contain the incident without unnecessarily disrupting unaffected students.
2. Do not investigate test content, search a personal device, delete a post, promise confidentiality, or discuss the allegation with uninvolved individuals.
3. Preserve materials, records, screenshots supplied voluntarily, logs, seating charts, times, names, and other evidence without reproducing secure content unnecessarily.
4. Immediately notify the Building Test Coordinator. The Building Test Coordinator immediately notifies the District Test Coordinator.
5. The District Test Coordinator reports the alleged security violation to the Department as soon as it becomes known and obtains case-specific direction.

Confidentiality: All incident reports and investigations are confidential. Information will be shared only with personnel who have a legitimate role in the response, investigation, due-process process, legal review, or required state reporting.

11. Local Investigation, Corrective Action, and Invalidation

Opening and assignment

After initial consultation with the Department, the Superintendent or designee will appoint a qualified investigator who is not materially involved in the allegation. The District Test Coordinator will coordinate assessment-specific communication but will not predetermine findings.

Investigation procedure

1. Define the allegation, applicable rule or procedure, persons involved, and evidence to be collected.
2. Secure original records and materials. Maintain a dated evidence log and limit access.
3. Notify an accused employee or student of the allegation as appropriate and provide an opportunity to respond, consistent with law, board policy, contracts, and student discipline procedures.
4. Interview involved individuals separately. Document the date, participants, questions, and responses. Do not disclose secure test content beyond what is necessary.
5. Review rosters, seating charts, timing records, system logs, chain-of-custody records, accommodation records, training records, device information lawfully available, and other relevant evidence.
6. Determine whether the evidence supports a testing irregularity, technology incident, unethical practice, security violation, or no violation. Document the grounds for the finding.
7. Identify corrective, remedial, or disciplinary action under applicable law and policy. Preserve due process and confidentiality.

State report

Within 10 calendar days after completion of the district investigation, Fairless Local Schools will file the required written report with the Department. The report will include names, positions, and titles of persons believed involved; a detailed incident description; interviews or testimony; evidence or lack of evidence; findings and grounds; and corrective or disciplinary action, as required by Ohio Administrative Code 3301-13-05.

Test status and invalidation

Only the District Test Coordinator may submit a Test Status Request or take district-level action in the testing system, in consultation with the Department. A student's test will not be reset, reopened, invalidated, or otherwise changed based solely on a building-level decision. The district will consider the type and extent of the incident, impact on validity or security, state direction, due process, and whether both test parts or other students are affected. Cheating or sharing/posting secure content may make the student ineligible for a breach administration under current guidance.

Potential consequences

Confirmed violations may result in test invalidation, corrective training, loss of testing responsibilities or system access, student discipline, employee discipline up to termination, referral for licensure review, and/or civil or criminal consequences, as permitted by law and policy. Consequences will be determined individually and with due process.

12. Special Testing Scenarios

Home-educated and dually enrolled students

Eligibility for home-educated or dually enrolled students will be determined using the current Ohio Test Resource Book and Guidance for Special Testing Scenarios. A student enrolled in a public-school course with a corresponding required state test may be required to take that test. The District Test Coordinator will resolve individual cases before testing.

Oral translation and human read-aloud

Only students meeting current eligibility criteria may receive an oral translation or human read-aloud. Translation is not allowed on ELA tests except where current accessibility guidance specifically permits another reading-access support for an eligible student. Translators/readers must sign required nondisclosure agreements, may not preview secure tests before the permitted time, and may translate/read only as directed. The Test Administrator remains in the room and monitors the entire session. Students responding orally must be tested one-to-one when required.

Scribes, speech-to-text, and response modes

Responses must be entered and reviewed exactly as permitted by the applicable manual. A scribe or translator may not edit, improve, explain, or correct a student's response. Any paper containing student responses or notes must be collected and securely destroyed. Only responses in the form and language accepted by the assessment will be scored.

Hospitalized students and medical waivers

An ongoing medical condition, IEP, or Section 504 Plan does not automatically exempt a student from statewide testing. When a significant, unforeseeable medical emergency prevents testing throughout the applicable window

and no alternative arrangement is possible, the District Test Coordinator will consult current Department medical-waiver guidance and submit a request when appropriate. A student will not be coded as medically exempt unless approval is received.

Emergency accommodations

For a temporary disabling condition, the student's educational team and District Test Coordinator will use the current emergency-accommodation process. Supports must preserve test validity, be documented, and be familiar to the student whenever feasible.

Appendix A: Annual Authorized-Person Roster

Complete for each building and administration. Attach additional pages as needed. Only approved individuals may enter test rooms or access secure materials.

Building: _____

Assessment and administration window: _____

Building Test Coordinator: _____

Name	Designated role	Room/access	Training date	Approved by

Roles may include Test Administrator, monitor/proctor, translator, scribe, technology support, materials custodian, or other specifically authorized role.

Building Test Coordinator signature/date: _____

District Test Coordinator approval/date: _____

Appendix B: Staff Test Security Acknowledgment

I acknowledge that I received and discussed the Fairless Local Schools Policies and Security Plan for State Assessments and the current materials applicable to my assigned assessment and role. I understand that:

- Secure test materials and content may not be viewed, reproduced, discussed, photographed, transmitted, posted, or used except as authorized.
- I must follow the current script, administration manual, accessibility requirements, and district procedures.
- I must actively monitor throughout the session and may not coach, cue, assist, or engage in unrelated activities.
- I must protect credentials, student information, testing devices, tickets, scratch paper, and all secure materials.
- I must immediately report any suspected irregularity, technology incident, unethical practice, or security violation to the Building Test Coordinator.
- I must preserve confidentiality and cooperate with any investigation.
- Violations may result in test invalidation, loss of testing duties or access, disciplinary action, licensure consequences, or other action permitted by law and policy.

Printed name: _____

Position/assigned role: _____

Building: _____

Assessment(s): _____

Signature: _____

Date: _____

Appendix C: Secure Materials Chain-of-Custody Log

Building/secure location: _____

Assessment and window: _____

Date/time	Material/serial no./quantity	Released by	Received by	Purpose/location	Return/count verified

Destruction record

Material destroyed	Quantity	Method	Date/time	Destroyed/verified by
		Secure shredding		
		Secure shredding		
		Secure shredding		
		Secure shredding		
		Secure shredding		

Appendix D: Testing Incident / Security Concern Report

Submit promptly: Notify the Building Test Coordinator immediately. Complete and submit this confidential form to the District Test Coordinator within two school days or sooner if directed. Do not include or reproduce secure test questions or student responses unless specifically directed by the Department.

Reporter name/title: _____

Building and contact number: _____

Assessment, subject, grade/course, and test part: _____

Date/time and room of incident: _____

Test Administrator and monitor(s): _____

Student name/SSID (if applicable): _____

Incident classification (check all that may apply)

☐ Testing irregularity ☐ Technology incident ☐ Alleged security violation ☐ Uncertain

Factual description

Describe what was directly observed, when it occurred, who was present, and the immediate actions taken. Separate direct observations from information reported by others.

Materials and evidence secured

Notification record

Person notified	Date/time	Method/direction received
Building Test Coordinator		
District Test Coordinator		
Other		

Reporter signature/date: _____ **Building Test Coordinator signature/date:** _____

Appendix E: Investigation Checklist and Report Elements

Investigation checklist

☐ Department contacted as soon as allegation became known; case direction documented.

☐ Investigator appointed and conflicts considered.

☐ Allegation and applicable requirements identified.

☐ Secure materials and evidence preserved; evidence log maintained.

☐ Relevant witnesses interviewed separately.

☐ Accused person received notice and an opportunity to respond consistent with due process.

☐ System logs, rosters, seating charts, timing records, custody logs, training, and accommodation records reviewed as relevant.

☐ Confidentiality maintained and information limited to authorized personnel.

☐ Finding and evidentiary basis documented.

☐ Corrective/disciplinary action and test-status decision documented.

☐ Written report filed with the Department within 10 calendar days after completion of the investigation.

☐ Records securely retained according to law and district schedule.

Required report elements

- Names, positions, and titles of persons believed to be involved
- Detailed description and timeline of the incident
- Interviews or testimony obtained
- Statement of evidence or lack of evidence
- Results and grounds for determining whether a violation occurred
- Corrective or disciplinary action taken
- Test-status action and Department direction, when applicable

Appendix F: Building Test Administrator Checklist

Before the window

☐ Complete required training, certification, acknowledgment, and manual review.

☐ Confirm assigned room, schedule, roster, test, test part, testing time, and makeup plan.

☐ Review accommodation and accessibility assignments; resolve discrepancies before testing.

☐ Confirm room preparation, seating, device storage, approved materials, and emergency communication.

☐ Practice required system steps without accessing secure live test content.

Before each session

☐ Sign out and count all materials; protect tickets/session information.

☐ Verify authorized staff are present and the 30:1 maximum ratio is met.

☐ Verify students, tests, parts, modes, and settings before approval/distribution.

☐ Collect/store student devices and provide the required security reminder.

☐ Read the current script verbatim and begin timekeeping.

During each session

☐ Actively monitor; do not engage in unrelated work or personal device use.

☐ Track time, breaks, interruptions, and student status.

☐ Secure materials during breaks and maintain student separation from test discussion.

☐ Immediately report and document irregularities, device access, or security concerns.

After each session

☐ Ensure tests are paused/ended/submitted as directed.

☐ Count and collect all materials before students leave or access devices.

☐ Clear calculator memory and collect scratch paper/tickets.

☐ Return materials and records directly to the Building Test Coordinator the same day.

☐ Report discrepancies immediately and sign the completion record.

Test Administrator signature/date: _____

Building Test Coordinator verification/date: _____

Appendix G: Current Resources and Contacts

Ohio Department of Education and Workforce

- **Testing home page:** https://education.ohio.gov/Topics/Testing
- **OST administration resources:** https://education.ohio.gov/Topics/Testing/Ohios-State-Test-in-ELA-Math-Science-SocialStudies/Test-Administration-Resources-for-Ohio-State-Tests
- **Assessment accessibility:** https://education.ohio.gov/Topics/Testing/Accommodations-on-State-Assessments
- **Ohio Administrative Code 3301-13-05:** https://codes.ohio.gov/ohio-administrative-code/rule-3301-13-05
- **Ohio Administrative Code 3301-13-02:** https://codes.ohio.gov/ohio-administrative-code/rule-3301-13-02
- **Ohio Revised Code 3301.0711:** https://codes.ohio.gov/ohio-revised-code/section-3301.0711

Ohio Department of Education and Workforce: 1-877-644-6338

Office of Assessment: 614-466-1317 | Confirm current assessment-specific email and help-desk contacts on the applicable portal before each administration.

Fairless Local Schools

District Test Coordinator: Julie Weyandt

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Annual update reminder: The District Test Coordinator will verify all links, contacts, assessment titles, testing times, accommodation criteria, forms, and system instructions before the first applicable administration of 2026-2027 and communicate any changes in writing.