

ACCEPTABLE YES OR NO

TEST SECURITY

Deleting student nonstandard response templates from a flash drive and network servers only once at the completion of testing.

✓Y or N

Leaving test materials in a closed bin in a locked classroom while escorting students to music class.

Y or ✓N

During testing sessions allowing students access to electronic devices as each student finishes and test materials are collected.

Y or ✓N

CLASSROOM MATERIALS

Allowing students to use their own approved calculators instead of one provided by the school.

✓Y or N

Using a personal cellphone to communicate with another teacher about a testing situation in the classroom.

Y or ✓N

Allowing students to read library or personal books as each student finishes and test materials are collected.

✓Y or N

ADMINISTRATION PRACTICES

Pointing out items with blank responses to students while monitoring a testing session.

Y or ✓N

Indicating to a student the appropriate work area in a test booklet or student response booklet after a testing session has begun.

✓Y or N

Scribing for two students at the same time during a single test session.

Y or ✓N

TEST PREPARATION AND STUDENT MOTIVATION/REWARDS

Using commercially prepared test prep courses as part of instruction throughout the school year.

✓Y or N

Letting students know they're doing satisfactory work on test responses.

Y or ✓N

Using scrimmage test results to identify student weaknesses.

✓Y or N

REPORTING CONCERNS REGARDING ASSESSMENT MATERIALS

E-mailing the grade level, content area and item number of an item reported to you by a student as faulty to the BAC.

✓Y or N

Texting the grade level, content area and item number of an item reported to you by a student as faulty to the BAC and letting her/him know that other colleagues agree with you.

Y or ✓N

Writing down the grade level, content area and item number of an item reported to you by a student as faulty and personally handing it to the BAC when materials are returned after a testing session.

✓Y or N