

INSTRUCTION

File : IL-R

TESTING PROGRAMS

1. A program of standardized testing prescribed by the Virginia Department of Education shall be administered annually in Charlottesville City Schools.
2. All standardized tests will be administered according to state and local directives.
3. Charlottesville City Schools employees shall not require any elementary school students being tested to disclose their race or ethnicity on such tests.
4. An employee may obtain such information from a student's permanent record and place the information on the test or assessment.
5. In addition to the required state testing program, school personnel may test to meet specific needs within a school.
6. Any school-level testing requests shall be submitted to the Superintendent for approval. The request shall include the name of the test, students to be tested, purpose of the test and the use of the scores.
7. Parents shall also be informed regarding the state testing program and any local tests to be administered. The information may be shared as a part of the school division assessment calendar or as a separate document provided prior to the administration of the assessments.
8. The assessment calendar is located on the CCS website and is available at each school.

Issued: August 17, 2009  
Revised: October 11, 2010  
Revised: July 5, 2011

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Legal References: Code of Virginia, 1950, as amended, sections 22.1-4.2, 22.1-253.13:3C