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**LOCAL ASSESSMENT POLICY**

Excel Academy Charter School and its programs (“EACS” or “Charter School”) adopts this Local Assessment Policy for students enrolled in EACS.

One of the responsibilities of EACS is to increase student academic achievement. When a charter authorizer is evaluating whether to grant a school’s charter renewal petition, “increases in pupil academic achievement” is the most important factor in the decision. (Ed. Code, §§ 47607(c)(2) , 47607(a)(3)(A).) Consequently, EACS primarily collects academic performance data through state mandated testing in addition to administering local assessments.

**No Opt Out for Local Assessment**

In California, parents/guardians may opt out of state mandated academic testing by submitting a written request to the school each year. EACS does NOT recommend opting out of state testing. Charter schools exist in a performance based accountability system for student academic performance, and EACS fully participates in that system. In fact, a charter school cannot continue to exist without collecting data on student performance on a variety of assessments and indicators. The choice to opt out ONLY applies to the state mandated assessments, as there is NO law permitting a parent/guardian to opt out of the Charter School’s local assessments.

**Local Assessments**

All K - 11th grade students must take the local assessments administered in the fall and spring. Students performing below grade level on the fall local benchmark assessment(s) and are placed in the WIN intervention program, are also required to take the winter (mid-year) diagnostic benchmark assessments.

**i-Ready - Computer Adaptive Assessment K-11**

EACS uses i-Ready as its local diagnostic assessment for students in grades K-11 for math and reading. It is a web-based assessment platform that adapts to individual student performance and helps assess true levels of ability. The test pinpoints student needs down to the sub-skill level. In addition, ongoing progress monitoring shows whether students are on track to achieve end-of-year targets. The results from i-Ready provide common core based data necessary for meeting state and Charter School requirements.

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**LOCAL ASSESSMENT POLICY****Diagnostic Pretests**

Diagnostic pretests will be administered within the first 30 school days of enrollment

1. Any test not completed within 20 calendar days will expire. If any test expires, the student must retake the section that expired.
2. Students are proctored by Teacher of Records and must complete the assessments during the designated testing window. Students have ten school days to complete testing with five additional testing days for ToRs to proctor make-ups if necessary.
3. Students are encouraged to take their time and may break up the assessments over the set testing window.

**Diagnostic Mid-Year Tests**

Diagnostic Mid-Year tests are administered to students who are in the WIN (What I Need) intervention program and are also open to any student(s) who would like to request to take the assessments.

1. Any test not completed within 20 calendar days will expire. If any test expires, the student must retake the section that expired.
  2. Students are proctored by Teacher of Records and must complete the assessments during the designated testing window. Students have ten school days to complete testing with five additional testing days for ToRs to proctor make-ups if necessary.
- Students are encouraged to take their time and may break up the assessments over the set testing window.

**Diagnostic Posttests**

Diagnostic posttests will be administered to all students during the local assessment posttest window in the spring of each school year.

1. Those who enrolled after winter break are required to take the diagnostic once unless deemed appropriate by the ToR and/or administration.
2. Any test not completed within 20 calendar days will expire. If any test expires, the student must retake the section that expired.
3. Students are proctored by Teacher of Records and must complete the assessments during the designated testing window. Students have ten school days to complete testing with five additional testing days for ToRs to proctor make-ups if necessary.

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Students are encouraged to take their time and may break up the assessments over the set testing window.

**i-Ready Diagnostic Score Reports**

The ToR will provide the parent/guardian with an individualized diagnostic score report for both math and reading when the diagnostic assessment is completed.

1. The ToR will review results with the parent/guardian and provide an opportunity to answer any questions at the following Learning Period (LP) meeting.
2. The ToR will encourage all students performing at an eighth grade level or below to complete the individualized i-Ready lessons daily, striving for at least 45 minutes per subject (reading and math) per week.

**Proctoring of i-Ready****ToR Proctoring**

\*\*\*All students participating in the i-Ready benchmark assessments will begin the testing window on the same date. Students who enroll after the testing window has begun or has closed, will be tested and monitored by the ToR. Students who enroll after the first day of school, will need to complete the initial benchmark assessments within 30 days of enrollment.

1. ToRs are responsible for scheduling and administering the pre-assessment within the 30 school-day window.
2. If a student's enrollment date falls after the winter break, the student is only required to take the diagnostic once unless deemed appropriate by the ToR and/or administration. Any test not completed within 20 calendar days will expire. If any test expires, the student must retake the section that expired.
3. Students may take both ELA and math in one day or break it up over the testing window.

**Parent/Guardian Proctoring****Alternative Assessments to i-Ready**

All K-11 grade students are encouraged to take the i-Ready assessment to meet the testing requirement set by Excel Academy. If a parent attempts to opt out their student(s) from i-Ready

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testing, a paper pencil alternative assessment must be offered. Failure to complete any of the required and offered assessments will result in issuing a Progress Improvement Notification (PIN). ToRs will administer/proctor the paper pencil alternative assessments in person or virtually depending on the COVID-19 regulations and provide parents with the results.

**Alternative Assessment to State Smarter Balanced Math, ELA and/or CAST Testing**

EACS does NOT recommend opting out of state testing. Charter schools exist in a performance based accountability system for student academic performance, and EACS fully participates in that system.

**Parent/guardian opts out of state Smarter Balanced math, ELA and/or CAST testing**

1. Parent/guardian alerts ToR regarding decision to opt out
  - a. ToR provides the parent/guardian the following information about the alternate test.
    - i. Paper pencil alternative grade level appropriate assessments in reading and math
    - ii. Alternative assessment(s) will be administered at assigned test site
    - iii. Parent/guardian cannot waive the mandated local assessment
    - iv. Failure to complete the alternative assessments will result in issuing a Progress Improvement Notification (PIN) for each incomplete assessment.
2. Parent/guardian submits a request to opt out in writing to ToR and Assistant Director of Assessment and Special Programs. The request must specifically include the test(s) the student will not take.
  - a. Parent/guardian will receive confirmation that the parent/guardian decision to opt out has been formally received.
  - b. Assigned test site information will be provided.

**Special Education Students**

Special education students will receive testing accommodations and/or supports as specifically written in the IEP.