

Coburg Community Charter School Policy

Code: IL
Adopted: 01/27/2025

Assessment Program**

{This policy is required for all public charter schools because of the student test impropriety (OAR 581-022-2115(3)) and opt-out notice for summative assessment; remaining language is highly recommended and is bracketed. See {braced} footnotes for guidance.}

[The public charter school assessment program shall be designed for the purpose of determining public charter school program improvement and individual student needs including the requirements of the Oregon Administrative Rules. Each year the public charter school shall determine each student's progress toward achieving federal, state and local achievement requirements.]

[Assessments shall be used to measure the academic content standards and to identify students who meet or exceed the performance standards adopted by the State Board of Education.]

[Accordingly, the public charter school shall maintain the following assessment program:

1. Criterion-reference assessments, including performance-based assessments, content-based assessments and other valid methods as may be required by state and federal requirements;
2. Individual diagnostic and ability evaluations in all grades when students have been referred and parental permission obtained;
3. Assessments by individual teachers;
4. Other schoolwide and grade levelwide assessments.]

[It is the intent of the Board that progress be measured in a manner that clearly enables the student and parents to know whether the student is making progress toward meeting or exceeding academic content standards. School and individual results shall be reported to the Board, parents and the community, as prescribed by law.]

[The public charter school shall not discriminate in, including but not limited to, the methods, practices and materials used for assessment, evaluating and counseling students on the basis of race, color, national origin, religion, sex, sexual orientation, gender identity, age, disability or marital status. Discrimination complaints shall be processed in accordance with established procedures.]

[Staff will receive in-service education in the use of designated assessments and interpretation of assessment results.]

A parent on behalf of their student or an adult student may annually opt-out of taking a statewide summative assessment in language arts and/or mathematics by completing and submitting ODE’s opt-out form¹ to the public charter school. The school shall provide supervised study time for students who are excused from participating in the assessment. A student may be excused from the Oregon Statewide Assessment Program for disability or religious reasons. Parents and adult students will be provided the required notices² and access to forms by the school that include a time frame in which statewide assessments will take place, and an adult student’s or parent’s right to request an exemption from taking the statewide summative assessments.

The act of student-initiated test impropriety is prohibited. A student that participates in an act of student-initiated test impropriety will be subject to discipline. “Student-initiated test impropriety” means student conduct that is inconsistent with the *Test Administration Manual* or accompanying guidance; or results in a score that is invalid.

[³] Parents or guardians of students with a documented history of an inability to maintain grade level achievement due to significant learning and instructional barriers, or a documented history of a medical condition that creates a barrier to achievement, must be annually provided the following information:

1. Information about the availability of high school diplomas, modified diplomas and the requirements for such diplomas; and
2. A disclosure that students awarded a certificate of attendance will not be counted as a high school graduate in any reporting for the State or the school and that such students awarded a certificate of attendance may not indicate that the student received a high school diploma on applications for employment, military service, financial aid, admittance to an institution of higher education or any other purpose.]

[The administrator shall ensure a periodic review and evaluation of the public charter school’s assessment program is conducted.]

END OF POLICY

Legal Reference(s):

¹ Oregon Department of Education page for: [30-day notice and opt-out form](#)

² Public charter schools are required to provide notice twice each year: once at the beginning of the year and second time at least 30 days prior to the administration of the test.

³ {Language is highly recommended for schools that serve students grade 5 and above; the annual notice to parents or guardians is required.}

[ORS 40.245](#)
[ORS 326.565](#)
[ORS 326.575](#)
[ORS 329.451](#)
[ORS 329.479](#)
[ORS 329.485](#)
[ORS 336.187](#)

[ORS 338.115\(1\)](#)
[ORS 659.850](#)

[OAR 581-021-0030](#)
[OAR 581-022-2010](#)
[OAR 581-022-2015](#)
[OAR 581-022-2020](#)

[OAR 581-022-2030](#)
[OAR 581-022-2060](#)
[OAR 581-022-2100](#)
[OAR 581-022-2115](#)
[OAR 581-022-2250](#)
[OAR 581-022-2270](#)
[OAR 581-022-2310](#)

Family Educational Rights and Privacy Act of 1974, 20 U.S.C. § 1232g (2018); Family Educational Rights and Privacy, 34 C.F.R. Part 99 (2020).

Protection of Pupil Rights, 20 U.S.C. § 1232h (2018); Student Rights in Research, Experimental Programs and Testing, 34 C.F.R. Part 98 (2020).

Individuals with Disabilities Education Act (IDEA), 20 U.S.C. §§ 1400-1419 (2018).

Every Student Succeeds Act, 20 U.S.C. §§ 6311-6322 (2018).

Test Administration Manual, published by the OREGON DEPARTMENT OF EDUCATION.