POLICY

Harford County Public Schools

POLICY TITLE: TEST ADMINISTRATION AND DATA REPORTING

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<th>ADOPTION/EFFECTIVE DATE:</th>
<th>MOST RECENTLY AMENDED:</th>
<th>MOST RECENTLY REAFFIRMED:</th>
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<td>1/14/2002</td>
<td>09/12/2016</td>
<td>5/6/2002</td>
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POLICY/PROCEDURE MANUAL SUMMARY CATEGORY: INSTRUCTION

I. Purpose

The purpose of this policy is to establish the commitment of the Board to the fair, valid and secure administration of testing and assessments of students in Harford County Public Schools ("HCPS").

II. Definitions

A. **Testing or Assessment** means any instrument designed to measure student academic or functional performance or achievement.

III. Statement of Policy

A. All testing and assessment of HCPS students, whether school-based or administered as a result of federal, state or HCPS mandate, is to be administered so as to ensure the fairness and validity of the testing or assessment and all testing/assessment materials shall be maintained in a secure fashion.

B. HCPS shall comply with the requirements of Code of Maryland Regulations ("COMAR") 13A.03.04.

C. The Superintendent shall appoint a Local Accountability Coordinator in accordance with COMAR 13A.03.04.

D. The Superintendent shall establish procedures to implement this policy.

Board Approval Acknowledged By:

[Signature]
Barbara P. Canavan, Superintendent
Board of Education of Harford County

Policy Number: 04-0008-000
LEGAL REFERENCES

All references are set forth in the Policy.

1 All references are to specific federal or Maryland statutes or regulations. References are provided for convenience and informational purposes only and are not to be considered as exhaustive or as precluding Harford County Public Schools from relying upon any other statutes or regulations in support of a policy.