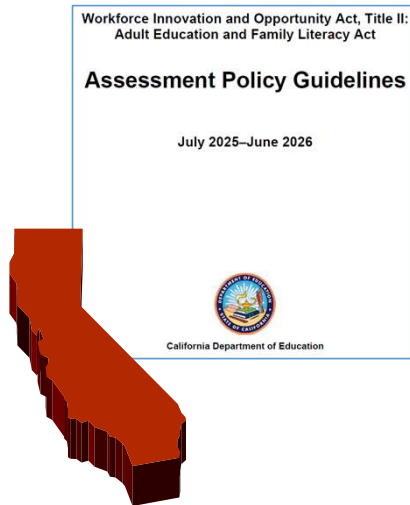


California Statewide & Local Assessment Policy

Agenda – Assessment Policy

- California Statewide and Local Assessment Policy
- Local Assessment Policy Considerations
- LAP Template Overview
- Appendix C – Distance Learning

Key Issues in CDE Assessment Policy



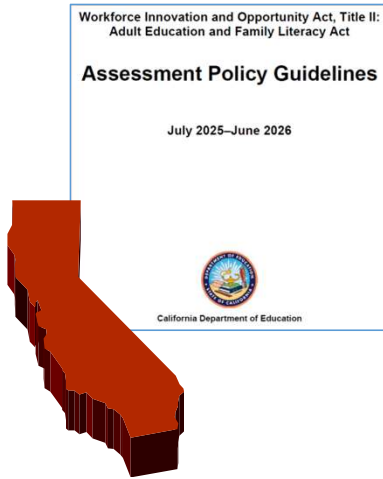
- Uniform CASAS pre-/post-test policy for California WIOA II learners
- Recommendations for when to test students with multiple Periods of Participation (PoPs)
- Placement testing for all learners upon enrollment
- Minimum 40 hours requirement between pre- and post-tests
- Guidelines for implementing local assessment
- Policy for assessing and reporting distance learners

Guidelines for Local Assessment



- WIOA Title II agencies must develop and implement a Local Agency Assessment Policy, and update it annually.
- Local agencies may develop their own local assessment policy guidelines, but must address all CDE assessment policy guidelines included in the Local Agency Assessment template.
- CDE will review local policy and implementation during program monitoring.

Considerations for Local Assessment Policy



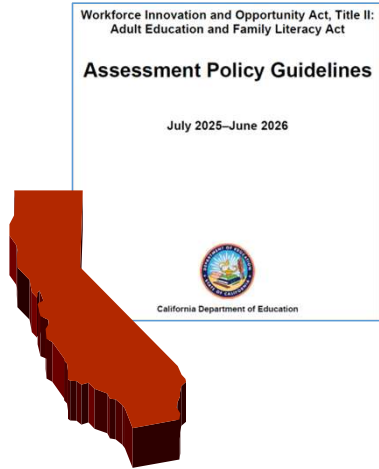
- Establish procedure for appropriate instructional placement, and pre- and post-testing
- Maintain a calendar of the year's test dates, with specific dates as "testing dates" and make up days for those who are absent
- Specify test security precautions and uniform test administration procedures for all programs
- Identify preferred appropriate test series and modalities, and effective strategies for relating assessment results to instruction
- Authorize guidelines for accommodating learners with disabilities

Considerations for Local Assessment Policy



- Specify recommended hours between tests for each program, including exceptions to 40 hours rule and procedure for approving them
- Ensure agency meets CDE training policy and that all personnel are trained on testing procedures
- Relate assessment selection and instructional strategies to defined regional priorities and note assessment collaboration with regional partners
- Define procedures for hours and assessment for special programs such as EL Civics, IET, and Distance Learning

Sections of Local Assessment Policy



- I. Training and Dissemination of Local Guidelines for Implementing State Assessment Policy**
- II. Initial Orientation and Placement into Program and Instructional Level**
- III. Progress Testing: Pretest and Post-Test**
- IV. Use of Test Administration Manuals**
- V. Training Requirements for Administering Standardized Assessments**
- VI. Test Security Agreements**

Appendix C – Distance Learning

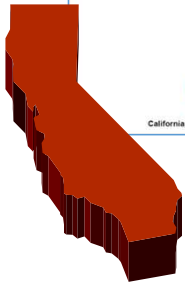
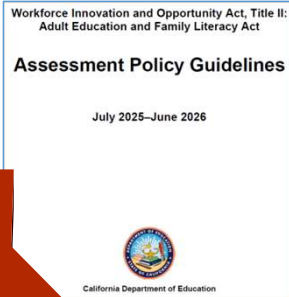
Sections of Local Assessment Policy

I. Training and Dissemination of Local Guidelines for Implementing State Assessment Policy

- Identify how agency ensures all staff are aware of standardized assessment procedures and how it is administered locally.

II. Initial Orientation and Placement into Program and Instructional Level

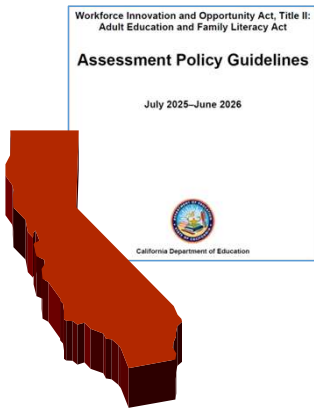
- Describe agency orientation process, how students are placed into class and program, and process for completing placement and pretesting.



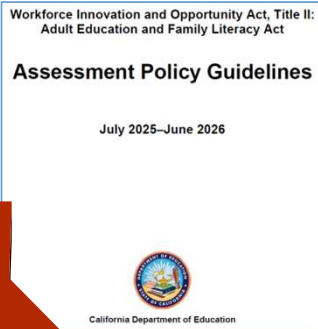
Sections of Local Assessment Policy

III. Progress Testing: Pretest and Post-Test

- Outline hours of instruction between pre- and post-test, exceptions to the minimum 40 hours between tests, and process for approving exceptions
- Include an annual agency testing calendar by class or program
- Specify preferred test series or test modalities by level and/or program
- Include any strategies for attaining strong learner pre/post persistence



Sections of Local Assessment Policy



V. Training Requirements for Administering Standardized Assessments

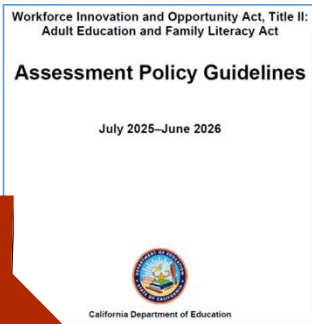
- List staff who complete certification in CASAS Test Proctor, Test Coordinator, and CASAS Assessment Implementation.
- Describe how agency meets the annual CDE training requirement for assessment and WIOA II accountability

VI. Test Security Agreements

- Sign off on and list security issues included in Local Assessment Policy template

Other Assessment Policy Issues

- Agency is not limited to issues included in the Local Assessment Policy template.
Examples of issues to address:
 - Accommodations for disabilities
 - EL Civics
 - Additional agency security issues
 - Information about specific eTests or pencil/paper process, such as “checklists”
 - Agreements with regional partners, such as CAEP planning, WIOA MOU’s, local employers
 - Appendix C: Distance Learning



Appendix C: Distance Learning

Appendix C in the statewide assessment policy addresses issues for distance learning. Appendix C includes:

- Definition of Distance Learners
- Testing/Remote Testing
- Curricula
- Instructional hours

