



*A State Sponsored Public Charter School*

Based on approval of SSMCS Board of Trustees, we are giving written notice regarding examinations to all teachers and educational personnel employed by the governing body who are involved in the administration of the examinations, all pupils who are required to take the examinations, and all parents, and legal guardians of such pupils.

### *Nevada Testing Requirements, Protection and Security of Tests*

Silver Sands Montessori Charter School (SSMCS) follows the Nevada Department of Education testing requirements and yearly school testing calendar. SSMCS students are tested in the school's multipurpose room unless specifically noted by an accommodation laid out by a Section 504 or Individual Education Plan. Students who fail to abide by the school's code of conduct during the testing procedure will be subject to the SSMCS Discipline Policy.

All students who are enrolled in public schools, including charter schools, are required to participate in state testing requirements.

SSMCS, in accordance with Nevada law, NRS 389.620, has implemented procedures to ensure the security of all state-mandated proficiency exams. The plan includes procedures for:

- The names and titles of the individuals responsible for carrying out the procedures
- Reporting irregularities in test administration and test security;
- Notifying the Nevada Department of Education of testing irregularities
- Ensuring the security of test materials and consistency of test administration; •
- Verifying the identity of secondary students taking an exam; and •
- Responding to a report of an irregularity in test administration or security, including actions taken during an investigation and the person responsible for each action.

Because test security is a vital part of proficiency testing and the validity of the resulting data, SSMCS under state law may invoke the following penalties for willful violation of test security or administration procedures:

- A teacher and/or administrator may be suspended, demoted, dismissed or not reemployed for breaches in test security or administration; •
- All other employees may be subject to suspension, dismissal or non-reemployment for breaches of security or confidentiality; and •
- Students who willfully breach test procedures will be subject to administrative and disciplinary action consistent with state law and district regulations.

For more information on the Test Security Plan, or about state testing in general, please contact the Principal.

(Information on testing can also be found in the SSMCS Parent & Student Handbook: Elementary Handbook [pg. 8]; Middle School Handbook [pg. 6])

## Nevada Testing Requirements, Protection and Security of Tests, Page 2

The following table is the testing window for this year's assessments.

Student Assessments	Grades	Projected Dates/Windows for Planning
<b>Smarter Balanced Summative Assessment</b> English Language Arts and Mathematics	3 – 8	February 18 – May 19
<b>Science Assessment</b>	5, 8	February 18 – May 19
<b>NAA – Nevada Alternate Assessment</b> English Language Arts and Mathematics Alternate Assessments	3 – 8	February 25 – May 20
Science Alternate Assessment	5, 8	February 25 – May 20
<b>NWEA Measures of Academic Progress (MAP) Growth Reading</b> MAP Growth Reading K-2	K	<i>2 Testing Seasons, Winter and Spring:</i> Nov. 16 – Feb. 19, Mar. 8 – May 28
MAP Growth Reading K-2	1	<i>3 Testing Seasons, Fall, Winter and Spring:</i> Aug. 17 – Oct. 29, Nov. 16 – Feb. 19, Mar. 8 – May 28
MAP Growth Reading 2-5	2 – 3	<i>3 Testing Seasons, Fall, Winter and Spring:</i> Aug. 17 – Oct. 29, Nov. 16 – Feb. 19, Mar. 8 – May 28
<b>WIDA – Students identified as English Learners</b> Speaking, Listening, Reading and Writing English Language Proficiency Assessments	K	January 4 – February 26
	1 – 8	January 19 – February 26