

District Assessment Administration Guidelines

Students Who Must be Tested

ALL students not identified for Alternate Assessment on their IEP should be assessed. Students identified for Alternate Assessment should not be given the district assessments (MAP, FAST, etc.).

AND

ALL ELL students should be assessed. ELL students in the country for less than 12 months shall participate in those assessments per the collaborative discretion of ELL teachers, classroom teachers and building leadership to determine student readiness for the assessment. For details on accommodations for ELLs, reference the DMPS [Allowable Assessment Accommodations for ELLs](#) document.

Student Accommodation Requirements

The only accommodations that can be used are those mirroring Iowa Assessment accommodations (reading assessments cannot be read aloud).

Accommodations may be offered **only** to students under the following conditions:

- The IEP or a 504 plan states that one or more accommodations are allowed and delineates the accommodation(s) to be given

Reference MAP Assessment Testing Accommodations Spreadsheet for your building and your building special education teachers

- The student is in an ELL program and meets the criteria as defined in the ELL procedures information

Below are some suggestions on accommodations to be considered during assessment administration for ELL students:

- Reference materials such as dictionaries **EXCEPT during reading assessments.**
- Reading test directions aloud to the student
- Reading answer choices to the student **EXCEPT during reading assessments.**
- Testing students in small groups
- Providing extended time for testing
- Administration of the assessment by a staff member familiar with the student

Please contact your network ELL support representative or the ELL director for clarification if necessary, **especially if considering the modification of an exam.**

- The student has a temporary injury or impairment that might require special conditions. Example: a student with a broken arm needs assistance in typing/writing answers.

Accommodations are NOT to be given to any other student.

Please note that administering the test in a small group, providing a distraction-free setting or having the test administered by a person familiar to the students (other than the regular teacher) are **not** considered accommodations.

The assessments should be administered within the timeline established by the District Assessment Calendars.