
LOCAL ASSESSMENT POLICY

California Pacific Charter Schools (“CPCS”) adopts this Local Assessment Policy for students enrolled in any CPCS school (California Pacific Charter - San Diego, Los Angeles, and Sonoma).

Charter schools exist in a performance based accountability system for student academic performance, and CPCS fully participates in that system. A charter school cannot continue to exist without collecting data on student performance from a variety of assessments and indicators.

One of the responsibilities of CPCS is to increase student academic achievement. When a charter authorizer is evaluating whether to grant a school’s charter renewal petition, “increases in pupil academic achievement” is the most important factor in the decision. (Ed. Code, §§ 47607(c)(2) , 47607(a)(3)(A).) Consequently, CPCS primarily collects academic performance data through state mandated testing in addition to administering local assessments.

The purpose of local assessments is to help students, parents/guardians and teachers identify each student’s educational performance, growth and areas needing improvement in order to enhance teaching and learning. Local assessments are one measure of student performance that provide a thorough evaluation and therefore, an extensive scope of the student’s learning and mastery of grade level standards.

No Opt Out for Local Assessments

Per California Ed. Code, parents/guardians may opt out of state mandated academic testing by submitting a written request to the school each year. CPCS does NOT recommend opting out of state testing due to the accountability requirements from the state.

However, parents/guardians may not opt their child out of CPCS’ local assessments. The choice to opt out ONLY applies to the state mandated assessments, as there is no Ed. Code permitting a parent/guardian to opt out of the CPCS’s local assessments.

Local Assessments

CPCS uses Northwest Evaluation Association Measures of Academic Performance (NWEA MAP) as its local state approved assessment. This assessment targets student academic

LOCAL ASSESSMENT POLICY

performance in math, reading, and language arts. It is a web-based assessment platform that adapts to individual student performance and helps assess true levels of ability. Each assessment test pinpoints a student's needs down to the sub-skill and standard domain level. In addition, ongoing progress monitoring shows whether students are on track to achieve end-of-year targets, including state assessments. The results from NWEA MAP provide common core based data necessary for meeting state and Charter School requirements.

Students in grades 2-11 are required to complete the NWEA MAP assessments at the beginning and end of each school year. Additional assessment administrations may be given to support academic intervention initiatives as a measure of student growth and progress.

While not required, it is a CPCS best practice to assess school readiness and identify academic needs for TK-1st grade students by administering a local fluency and math sense assessment. TK-1st grade students will be assessed on their letters/sounds, word recognition, number sense and math concepts. The results from these assessments provide data on student readiness for kindergarten and first grade concepts, and show where additional support may be needed to build skills in these lower grades.

Local Assessment Schedule

Students will have access to local assessments during CPCS's local assessment testing windows. All local assessments must be proctored by a CPCS staff member. Teachers are responsible for following up on student completion of all local assessments.

All assessment subjects must be completed within the assigned testing window. Assessment subject areas will be broken up over the testing window to allow adequate time to complete each subject area assessment. Students should attempt to complete the entire subject area assessment within one sitting, however, students may save and resume an assessment at another day/time so long as proctoring guidelines are met.

Students will complete the initial local assessment within the twenty (20) school days of the first semester. Students will complete the end of year local assessment during the last quarter of the school year, and will have twenty (20) school days to complete the end of year assessment once the assessment window opens.

Late Enrollment Students

LOCAL ASSESSMENT POLICY

Students with enrollment start dates later than the first three (3) days of the school year will complete their initial local assessments within the first twenty (20) school days of the student's enrollment under the following guidelines:

1. Students with an enrollment start date prior to November 1st will complete the initial assessment within the initial testing window, and will complete the end of year local assessments during the end of year testing window..
2. Students with an enrollment start date after November 1st will complete the initial assessment for informational purposes only, and will complete the end of year local assessments during the end of year testing window.
3. Teachers are responsible for scheduling initial assessments for late enrollment students.

Proctoring of Local Assessments

All local assessments must be proctored by a CPCS teacher or other qualified staff member. Students will use the secure browser on their school provided computer to participate in proctoring. Personal devices and outside proctors are prohibited.

Local Assessment Results and Reports

Local Assessment results are uploaded to the Student Information System at the end of the testing administration window and sent directly to families via email with an explanation of what scores mean. Students and parents/guardians may access results at any time through the student and parent portals of the Student Information System.

Additionally, the student's teacher or program coordinator will review assessment results with the parent/guardian and student when the local assessment is completed. Parents/guardians will have an opportunity to ask any questions they have during this meeting time.

Results from these local assessments will be used to support intervention programs for student academic success. Information on intervention supports will be discussed during the assessment review meeting if applicable.

Consequences for Not Completing the Local Assessments

Completion of CPCS's local assessments are a mandatory requirement of student enrollment. There is no "Opt-Out" option for local assessments.

LOCAL ASSESSMENT POLICY

The following consequences apply to students who do not complete their local assessments within the designated testing window:

1. **Warning:** The student and parent/guardian will receive a written warning that the student has incomplete local assessments. The student will have ten (10) school days from the date of this warning to complete all outstanding assessments.
2. **Parent Conference:** If, after the ten (10) school days have passed and the local assessments are still not complete, the teacher will arrange a mandatory parent/guardian conference to discuss barriers to completing the local assessment. A plan will be created, including blocking access to core curriculum, to ensure completion of the local assessments within the next five (5) school day period.
3. **Academic Probation:** If, after the five (5) school days have passed and the local assessments are still not complete, the student will be placed on academic probation and the parent/guardian must attend an academic probation meeting with the designated administrator. The student will be given five (5) school days from the date of this meeting to complete the proctored assessments with their teacher.

Students with Special Education and 504 Plans

Students with an Individual Education Plan (IEP) or a 504 Plan (504) will receive testing accommodations and/or supports when taking local assessments as outlined in the student's IEP or 504.