
LOCAL ASSESSMENT POLICY

Sage Oak Charter Schools (“SOCS” or “Charter School”) adopt this Local Assessment Policy to apply to students enrolled in SOCS.

One of the responsibilities of SOCS 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, SOCS primarily collects academic performance data through state mandated testing in addition to administering local assessments.

No Opt Out for Local Assessment

In California, parents/guardians may opt out of state mandated academic testing by submitting a written request to the school each year. SOCS does NOT recommend opting out of state testing. Charter schools exist in a performance based accountability system for student academic performance, and SOCS fully participates in that system. In fact, a charter school cannot continue to exist without collecting data on student performance on a variety of assessments and indicators. The choice to opt out ONLY applies to the state mandated assessments, as there is NO law permitting a parent/guardian to opt out of the Charter School’s local assessments.

Local Assessments

All TK-8th grade students must take the local assessment. Both pre- and post- tests are given each year and may be given as needed throughout the year.

i-Ready - Computer Adaptive Assessment K - 8

SOCS uses i-Ready as its local diagnostic assessment for students in grades K-8 for math and reading. It is a web-based assessment platform that adapts to individual student performance and helps assess true levels of ability. The test pinpoints students’ needs down to the sub-skill level. In addition, ongoing progress monitoring shows whether students are on track to achieve end-of-year targets. The results from i-Ready provide common core based data necessary for meeting state and Charter School requirements.

Diagnostic Pretests

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Diagnostic pretests will be administered within the first 40 school days of enrollment

1. If a student's enrollment date falls after the winter break, the student is only required to take the diagnostic once. No posttest is required
2. Any test not completed within 21 calendar days will spoil. If any test spoils, the student must retake the section that spoiled
3. Students may take both ELA and Math in one day or break it up over several days

Diagnostic Posttests

Diagnostic posttests will be administered to all students during the local assessment posttest window in the spring of each school year.

1. Those who enrolled after winter break are required to take the diagnostic ONLY once
2. Any test not completed within 21 calendar days will spoil. If any test spoils, the student must retake the section that spoiled
3. Students may take both ELA and Math in one day or break it up over several days

i-Ready Diagnostic Reports

The teacher will provide the parent/guardian with an individualized diagnostic report for both math and reading when the diagnostic assessment is completed.

1. Teacher will review results with the parent/guardian and provide an opportunity to answer any questions at the following learning period meeting (LPM)
2. If a parent/guardian would like an additional diagnostic administered mid-year, the teacher may enable the student to do so in i-Ready during the month of January of the current school year

i-Ready Proctoring**Teacher Proctoring**

Teachers are ultimately responsible for administering the pre- and/or post- i-Ready, however, many parents/guardians choose to proctor i-Ready themselves provided they follow all the required protocols for parent/guardian proctoring.

1. The teacher is responsible for scheduling and administering the pre assessment within the 40 school day window

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2. If a student's enrollment date falls after the winter break, the student is only required to take the diagnostic once. No posttest is required.
3. Any test not completed within 21 calendar days will spoil. If any test spoils, the student must retake the section that was spoiled.
4. Students may take both ELA and Math in one day or break it up over several days
5. The teacher may choose to proctor in person or proctor virtually in accordance with the [Virtual Proctoring Policy](#).

Parent/Guardian Proctoring

If the parent/guardian chooses to proctor the i-Ready pre and/or post diagnostic:

1. Parent/guardian must follow the [Parent/Guardian Proctoring Policy](#)
2. Teacher must verify that the parent/guardian has completed the SOCS parent/guardian proctor training BEFORE assigning the pre- and/or post- diagnostic to the student in i-Ready.
3. Parent/guardian must complete the assessment within the first 30 school days of the pre and/or post local assessment window.
4. Teacher will confirm testing is completed by the end of the 30 school day parent/guardian window. If the pre and/or post diagnostic is incomplete by the end of the parent/guardian window:
 - a. The teacher will set an appointment with the family to complete testing within the designated 40 school day window.
 - b. The teacher will document the appointment by emailing the parent/guardian confirming the scheduled appointment to complete the pre and/or post diagnostic.
 - c. If the parent/guardian misses the i-Ready appointment, it is considered a ***missed mandated assessment appointment***. The teacher will immediately alert the assessment and accountability department of the missed mandated assessment appointment.

Transitional Kindergarten/Kindergarten Assessment (TK/K)

All transitional kindergarten students take the Transitional Kindergarten/Kindergarten (TK/K) pre/post assessment, which is a paper and pencil diagnostic.

1. Diagnostic TK/K pretest will be administered within the first 40 school days of enrollment.
2. Diagnostic TK/K posttests will be administered to students during the local assessment

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posttest window in the spring of each school year.

3. Students who enroll after winter break are required to take the diagnostic ONLY once
4. Students will be assessed on their letters/sounds, word recognition, number sense and math concepts
5. Teacher administers both the pre- and post- assessments

TK/K Diagnostic Reports

The teacher will provide the parent/guardian with an individualized score report for both math and reading when the diagnostic is completed.

1. Teacher will review results with the parent/guardian and provide an opportunity to answer any questions at the following LPM.
2. If the parent/guardian would like an additional diagnostic administered mid-year, the teacher may administer a mid year diagnostic in January of the current school year.

TK/K - Kindergarten Option

We strongly encourage kindergarten students take the i-Ready. However, upon parent/guardian request, kindergarten students may take the TK/K in lieu of taking the i-Ready **without** assessment and accountability department approval.

Parent/Guardian Chooses TK/K Option

1. Parent/guardian must alert the teacher of the choice to take the TK/K in lieu of the i-Ready
 - a. Parent/guardian will discuss the educational benefits for the student with the teacher
 - b. Final decision must be maintained in teacher records
 - c. Teacher must alert the assessment and accountability department of the decision
 - d. Teacher administers both the pre and post TK/K assessments
2. Same assessment must be taken for both the PRE and POST to ensure a valid measure of comparison
 - a. TK/K Example: Student takes TK/K pretest / student will take TK/K posttest
 - b. i-Ready Example: Student takes i-Ready pretest / student will take the i-Ready posttest

LOCAL ASSESSMENT POLICY**Alternate Assessment to State Smarter Balanced Math, ELA and/or CAST Testing**

SOCS does NOT recommend opting out of state testing. Charter schools exist in a performance based accountability system for student academic performance, and SOCS fully participates in that system.

Northwest Evaluation Association - Measures of Academic Progress (“NWEA” - “MAP”)**Parent/guardian opts out of state Smarter Balanced math, ELA and/or CAST testing**

1. Parent/guardian alerts teacher regarding decision to opt out
 - a. Teacher provides the parent/guardian the following information about the alternate test (NWEA - MAP)
 - i. Common core based, computer adaptive test
 - ii. Alternate will be administered at assigned test site
 - iii. Parent/guardian cannot waive the mandated local assessment
2. Parent/guardian submits request to opt out in writing to teacher and assessment and accountability department
 - a. Request must specifically include test(s) student will not take
 - b. Parent/guardian will receive confirmation that the parent/guardian decision to opt out has been formally received.
 - c. Assigned test site information will be provided.

Special Education Students

Special education students will receive testing accommodations and/or supports when taking the i-Ready, TK/K and/or MAP pre/post assessments.