

**Updates from draft 1:**

The pages referenced in the ACCESS for ELLs® 2.0 2016-2017 District and School Test Coordinator Manual document now reflect the full extent of the document’s treatment of the relevant topic.

**Critical Element 2.5 – Test Security**

	<b>Evidence</b>	<b>Notes</b>
<p>The State has implemented and documented an appropriate set of policies and procedures to prevent test irregularities and ensure the integrity of test results through:</p> <ul style="list-style-type: none"> <li>• Prevention of any assessment irregularities, including maintaining the security of test materials (both during test development and at time of test administration), proper test preparation guidelines and administration procedures, incident-reporting procedures, consequences for confirmed violations of test security, and requirements for annual training at the district and school levels for all individuals involved in test administration;</li> <li>• Detection of test irregularities;</li> <li>• Remediation following any test security incidents involving any of the State’s assessments;</li> <li>• Investigation of alleged or factual test irregularities.</li> <li>• Application of test security procedures to the general ELP assessments and the AELPA.</li> </ul>	<p><b>2.3-1</b> <i>ACCESS for ELLs® 2.0 2016-2017 Test Administrator Manual</i></p> <p><b>2.3-3</b> <i>ACCESS for ELLs 2.0® Form 403 Online Test Administrator's Script</i></p> <p><b>2.3-7</b> <i>2018-2019 Test Policy Handbook for State Education Agencies</i></p> <p><b>2.5-1</b> <i>ACCESS for ELLs® 2.0 2016-2017 District and School Test Coordinator Manual</i></p>	<p><b>ACCESS for ELLs Online, ACCESS for ELLs Paper &amp; Alternate ACCESS for ELLs</b></p> <p>In addition to the video tutorials provided through WIDA’s secure online portal, the following documents cover the topic of test security:</p> <p>p. 8-16: <i>ACCESS for ELLs® 2.0 2016-2017 District and School Test Coordinator Manual</i> <b>[document 2.5-1]</b></p> <p>p. 11, 16-30: <i>ACCESS for ELLs® 2.0 2016-2017 Test Administrator Manual</i> <b>[document 2.3-1]</b></p> <p>To ensure test security during administration, every test administration script reminds test administrators that they must complete all training and be certified to administer the test. The script reminds test administrators to verify that student workspaces are clear of everything except test materials. For example, see:</p> <p>p. 4, 5, 10: <i>ACCESS for ELLs 2.0® Form 403 Online Test Administrator's Script</i> <b>[document 2.3-3]</b></p> <p>WIDA also provides detailed guidance for test security procedures when students use accessibility tools or need accommodations. For formal policy statements on test security and information on consequences for test security violations, see:</p> <p>p. 1, 4: <i>2018-2019 Test Policy Handbook for State Education Agencies</i> <b>[document 2.3-7]</b></p>