

## **New Issue Codes for Filing**

(beginning for the 2019-2020 testing)

- 1) **Inappropriate Practice/Improper Assistance:** Comments indicating evaluation of student work; any actions, comments or feedback (physical, verbal, or written) that assist students in answering a question or completing the test answers; use of specific test item knowledge to prepare students for the assessment, allowing students to change or complete answers after the time limit.
- 2) **Monitoring issues/Student Inappropriate Actions:** Testing staff not actively circulating or not maintaining a conducive testing environment, student worked ahead into other test parts or returned to previously administered test parts, students sharing answers through any manner including physical gestures, written or electronic means.
- 3) **Security of Testing Materials:** Test materials left unattended or not securely stored; unaccounted for test materials, allowing untrained individuals or those without DAC/BAC permission to access secure materials, sharing in any manner knowledge of specific items; allowing students to carry or have secure test materials without supervision.
- 4) **Materials/Resources/Electronic Devices:** Staff providing materials that are not part of the state-required assessment, not providing resources as directed in testing manuals, displaying content information on surfaces in testing environment, inappropriate use of electronic devices during testing sessions.
- 5) **Testing Order/ Time:** Staff not administering test parts in the order they appear in the test booklets or not observing session time limits.
- 6) **Special Populations/Accommodations:** Staff failed to provide accommodations or provided inappropriate accommodations per the IEP, PSP and/or 504 Plan, staff not following appropriate administration guidelines for Alternate Assessment test components (Transition Attainment Record and Attainment Tasks).
- 7) **Other** - Incidents/allegations that occurred but are not limited to the following actions: test fraud, test theft, test prep, inappropriate reporting of student data & non-academic indicators, training issues, test security breach, etc.

<b>Issue Code</b>	<b>Examples Allegations but not limited to:</b>
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