

## NJSLA State Testing Participation Procedure Information

In compliance with Federal and State law, the Dumont Board of Education requires that all students participate in the statewide proficiency assessment program.

For instances in which students and/or their parents refuse to participate in the mandated state assessment program, the following procedures shall apply:

1. All students that are enrolled in a tested grade shall be assigned to a testing location.
2. Parents/guardians shall notify the school in writing that the student has the parent's or guardian's permission to refuse to participate in the assessment. Written notification should be received no later than 7 days prior to the date of the scheduled assessment. A school administrator shall contact the parent or guardian to confirm. The student shall be provided reading materials, assigned work, or given an opportunity to read from their own district approved reading materials, so long as the testing environment is not disrupted, the student is not logged into the test platform and the reading material is not germane to the assessment. All testing protocols related to silence during the test administration and breaks, as well as other rules as detailed in the NJSLA Test Coordinator and Test Administrator Manuals, shall apply to all students in the room. All efforts shall be made to ensure an uninterrupted testing environment. Students violating the rules of conduct shall be subject to discipline.
3. The parent or guardian of a student shall be contacted when a student refuses to participate without appropriate written notification from the parent/guardian. The student shall be provided reading materials, assigned work, or given an opportunity to read from their own district approved reading materials according to the same procedures as students who provide appropriate parent/guardian written notification. A student who fails to provide appropriate parent/guardian notification within the authorized notification timeframe or refuses to participate without parent/guardian notification may be subject to disciplinary consequences.
4. If a student who has provided appropriate written notification expresses the desire to participate on test day, the Principal shall notify the parent/guardian. The student shall be allowed to take the test with the verbal permission of the parent who should follow up with a letter confirming the conversation.
5. Students who do not attend school on a given assessment day or on assessment make up days will be marked absent. All school and district attendance policies remain in effect during the testing period.