



Monument Academy

Board of Directors Governance and Policy

Policy Area: Governance	Policy #: 1526
Title: State Assessments Administrative Policy	Adopted: September 9, 2015 Revised: March 11, 2021 Revised: June 9, 2022

I. Issue Statement

- A. Monument Academy, as a “local education provider”, is directed by statute to have written policies concerning the administration of state assessments.
- B. The Board of Directors desires to meet all requirements as outlined in CRS 22-7-1013 by adopting a written policy outlining the process for the overall administration of state-mandated assessments.

II. Colorado Revised Statutes (CRS) Requirements

- A. As stated in CRS 22-7-1013(8)(a), each local education provider shall adopt and As stated in CRS 22-7-1013(6), each local education provider shall adopt and implement a written policy by which the local education provider will decide whether the students enrolled by the local education provider will use pencil and paper to complete any portion of a state assessment administered pursuant to section 22-7-1006.3 that the students would otherwise complete using a computer.
- B. As stated in CRS 22-7-1013(7)(a), each local education provider shall adopt and implement procedures by which the local education provider, or the public schools that the local education provider operates, shall annually distribute to the parents of students enrolled by the local education provider an assessment calendar. At a minimum, the assessment calendar must specify the estimated hours each testing day that specific classes or grades will take each assessment and identify whether the assessment is required by federal law or state law or selected by the local education provider. The procedures shall specify the timing for distribution of the calendar and require that the calendar is distributed to parents and posted on the local education provider’s website.

III. Policy Statement

- A. Monument Academy Administration is to notify the school’s authorizer and designated official of the Colorado Department of Education at the beginning of each school year of its decision to use pencil and paper to complete any portion of a state assessment administered pursuant to section 22-7-1006.3 that the students would otherwise complete using a computer. The decision will be made with input from but not limited to individual parents, Monument Academy’s School Accountability Advisory Committee (SAAC) and the academic faculty.

- B. Monument Academy Administration is to publish an assessment calendar as is appropriate or required by statute. At a minimum, the assessment calendar will specify the estimated hours each testing day that specific classes or grades will take each assessment and identify whether the assessment is required by federal law or state law or selected by Monument Academy. In addition, a narrative description of all assessments shall be provided.
- C. Monument Academy Administration is to provide the above noted information as well as this policy to all parents/guardians annually as soon as possible at the beginning of the school year by placing the information in the Student Handbook as well as posting on the school's website.
- D. This board policy does not apply to course-specific assessments that are not adopted by the state board pursuant to section 22-7-1006 or to non-standardized, classroom-based assessments that individual educators choose to administer to students.

IV. Related Documents

- A. Colorado Revised Statutes 22-7-1006.3
- B. Colorado Revised Statutes 22-7-1013(6)
- C. Colorado Revised Statutes 22-7-1013(7)(a)
- D. Colorado Revised Statutes 22-7-1013(7)(c)

V. Points of Contact

- A. The following positions shall serve as points of contact for the enforcement of this policy: President of the Board of Directors, Chief Operating Officer, and the Principals.