

The Washington Assessment of Student Learning (WASL) is an ongoing, legislatively-mandated project to collect evidence of student learning through testing of the academic knowledge and skills of Washington students. Its primary goal is to report valid and reliable information on student achievement in reading, mathematics, writing and science taught in elementary and secondary schools.

The office of Superintendent of Public Instruction (OSPI) has developed policies and procedures regarding the public's access to the WASL and the test questions that comprise the assessments. These policies and procedures:

- Provide parents the opportunity to view their children's test booklets as provided by the Family Educational Rights and Privacy Act (FERPA).
- Safeguard the integrity of the WASL and protect secure test items from public release, in accordance with state law.
- Assure parents and guardians that the confidentiality of their children's education records will be maintained.

In spring 2005, the state developed new policies in response to a letter addressed to all states from the US department of Education. The letter advised that the FERPA definition of "education records" may include state assessments to the extent they contain individually identifiable student information. Such education records may be requested to be reviewed by a parent or legal guardian. After receiving this information, OSPI staff, in consultation with the states Attorney General's Office, concluded that WASL test booklets containing student work can be linked to a particular student likely fall under the definition.

#### Process for Accessing the 2005 Tests

Some of the details of how parents/guardians will be provided access to their children's booklets from 2004 and this spring's 2005 testing are still under development.

Forms to request to view 2005 booklets must be received by December 1, 2005. Parents/guardians will be able to review 2005 booklets once they have been scored and archived for retrieval. Forms to retrieve the 2004 test booklets must be submitted by October 1, 2005. All parent/guardian requests for review will be redirected to Dr. Paul Dugger who will send the proper forms for completion. OSPI will coordinate with the school district for the review of test materials.

#### Role of School Districts

##### Protocol for Parent/Guardian Review of State Assessment Records

- Schedule one hour session for the viewing of each student's test booklet and score sheet.
- Two employees from either the state or the district or one from the state and one from the district must be present during viewing.
- Parents/guardians must sign disclosure form prior to viewing.
- A copy of Certification Form must be provided to parents/guardians.
- Test materials may only be viewed—no recording, deleting, or altering permitted.
- No note taking is allowed during the viewing.
- Parent/guardian is able to retain a copy of student's Scored Response Summary.

- After review, secure student test booklets are to be returned immediately to OSPI via signature required delivery.