Vista Charter School: Assessment and Parent Refusal Policy

This policy establishes procedures governing student participation in local, state, and federally required assessments at Vista Charter School in Montrose. The policy outlines expectations regarding assessment administration and procedures related to parent or guardian requests for refusal of student participation where permitted by law. Vista Charter School recognizes the importance of assessments in measuring student progress, informing instruction, and meeting accountability requirements while respecting parent rights under Colorado law.

1. Scope and Definitions

Scope: This policy applies to all state, school, and classroom assessments administered at Vista Charter School.

State Assessments: Assessments required by the Colorado Department of Education, including but not limited to CMAS, PSAT, SAT, ACCESS, and other state accountability measures.

Local Assessments: School-administered assessments used to monitor student growth, academic progress, and instructional effectiveness.

Parent Refusal (Opt-Out): A written request from a parent or legal guardian declining student participation in an assessment where refusal is permitted under applicable law.

Standardized Assessment: Any assessment administered using uniform procedures for measuring student performance.

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2. Assessment Purpose and Administration

Vista Charter School believes assessments provide valuable information regarding:

- Student academic achievement and growth
- Instructional planning and intervention needs
- School improvement efforts
- College and career readiness indicators
- State and federal accountability requirements

The school shall administer assessments in accordance with:

- Colorado Department of Education requirements
- State and federal laws
- Assessment security procedures
- Testing accommodation requirements
- Student privacy protections

Students with individualized education plans (IEPs), Section 504 plans, multilingual learner plans, or other approved accommodations shall receive appropriate testing supports as required by law.

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3. Annual Assessment Calendar and Parent Notification

Vista Charter School shall develop and distribute an annual assessment calendar in accordance with state requirements and school procedures.

The annual assessment calendar shall include, when applicable:

- State-required assessments
- School-administered benchmark assessments
- College and career readiness assessments
- English language proficiency assessments
- Testing windows and projected administration dates
- Grade levels participating in assessments
- General purpose and description of assessments

The assessment calendar shall be distributed annually to parents/guardians and made available through school communication methods, which may include:

- Student and family handbooks
- School website postings
- Parent communications or newsletters
- Registration materials
- Electronic communication systems

Parents and guardians shall be provided information regarding:

- The purpose of assessments
- Participation expectations
- Assessment schedules
- Rights regarding parent refusal where permitted by law
- Procedures for requesting additional information

The school may revise assessment calendars throughout the year as required by changes in state testing schedules or operational needs.

4. Parent Rights Regarding Assessment Participation

Vista Charter School recognizes the right of parents and guardians to receive information regarding assessments administered to students.

Parents/guardians may request:

- Information regarding assessment schedules and purposes

- Testing procedures and accommodations
- Assessment-related policies and requirements
- Information concerning rights related to participation refusal where permitted by law

Written communication regarding required assessments shall be provided according to state timelines and requirements.

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5. Parent Refusal Procedures

Colorado law permits parents or legal guardians to excuse students from participation in certain state assessments.

Parents choosing to refuse participation must:

- Submit a written refusal request to school administration prior to the scheduled assessment whenever possible
- Identify the assessment(s) being refused

School staff shall:

- Respect parent decisions made in accordance with applicable law
- Maintain documentation of refusal requests
- Inform parents regarding educational implications associated with missed assessments
- Ensure alternative supervision arrangements during testing periods when appropriate

Students who are excused from testing shall not be penalized academically, disciplined, or deprived of instructional opportunities solely due to lawful parent refusal.

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6. Assessments Not Subject to Refusal

Some assessments or evaluations may be required under state or federal law and may not be subject to parent refusal, including but not limited to:

- Assessments required as part of special education evaluations
- English language proficiency assessments required by law
- Classroom assessments used for grading purposes
- Graduation requirements established by the school or state
- Screenings required under state or federal educational regulations

Parents shall be informed when refusal rights do not apply.

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7. Student Expectations During Testing

Students participating in assessments are expected to:

- Follow all testing procedures and directions
- Maintain academic honesty
- Respect testing environments
- Protect assessment security and confidentiality

Disruptive conduct during assessment administration may result in disciplinary action consistent with school policy.

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8. Confidentiality and Data Privacy

Vista Charter School shall protect student assessment data in accordance with state and federal privacy laws.

Assessment results shall be:

- Maintained as confidential educational records
- Shared only with authorized individuals
- Used for educational planning and accountability purposes
- Managed according to student data privacy requirements

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9. Review and Amendments

This policy shall be reviewed annually and revised as necessary to remain consistent with state requirements and school accountability obligations.

Legal References:

- C.R.S. 22-7-1006.3 (Parent Rights Regarding State Assessments)
- C.R.S. 22-7-409 (State Assessment System)
- Family Educational Rights and Privacy Act (FERPA)
- Every Student Succeeds Act (ESSA)
- C.R.S. 22-16-101 et seq. (Student Data Transparency and Security Act)
- C.R.S. 22-7-1013 (Assessment Calendar and Parent Notification Requirements)

Adopted: [Insert Date], 2026