



Nonpublic 2014 DC CAS Checklist

All nonpublic (NP) entities testing DC students must have been in compliance with DC and LEA test administration requirements. The NP entity must confirm with their students' LEAs that the following documents and processes have been created, completed and are available upon request if not submitted with this form.

- Student rosters, testing plans and schedules for review and approval by the LEA (please see roster form attached);
- Name and contact information for nonpublic site Test Chairpersons/Test Monitors for each of its sites, including school location, email, phone and address;
- All personnel involved with testing have signed a Non-Disclosure Agreement;
- All personnel involved with testing have received training materials, webinars and slides and have been trained on these materials and procedures;
- Procedures for the security (maintenance, dissemination, collection, and storage) of Districtwide assessment materials before, during and after administration;
- Procedures for reporting irregularities, complaints, or concerns in testing administration or test security;
- Plans to ensure that accommodations are provided with fidelity to students that require accommodations.

Name of NP Entity : _____

NP Test Coordinator Name & Title : _____

The following students are receiving educational services and were administered state assessments as directed by the LEA of Enrollment.

Student Last Name	Student First Name	Student USI	Student Tested Grade

(please extend this chart if required)

To the best of our knowledge, this nonpublic has complied with all applicable laws, regulations and policies, including the test security plan as directed by the LEA of Enrollment.

NP Test Coordinator Signature & Date: _____

