Training Log for State Assessments

Washington Comprehensive Assessment Program (WCAP)

District:_____

School:_____

Assessment: ☐ Smarter Balanced ☐ Off-Grade Level Smarter Balanced ☐ WCAS ☐ WA-AIM ☐ ELPA21 ☐ WIDA

Administration: ☐ Spring ☐ Fall Retake ☐ Screener

Date:_____/_____/_____

Assurances—all individuals administering or assisting in the administration of state assessments and individuals processing secure testing materials must attend required training related to state testing.

Your signature below acknowledges that you have received training and have been made aware of testing protocol standards.

RCW 28A.635.040, **RCW 42.56.250**, and **WAC 181-87-060** provide penalties for the unauthorized review, use, or disclosure of test content and flagrant disregard of generally recognized professional standards in test preparation and administration. It is unlawful for any person having access to any question or questions prepared for the examination of common school pupils to directly or indirectly disclose the same before the time appointed for the use of the questions in the examination of pupils. Further, it is unlawful to directly or indirectly assist any person to answer any question. Testing incidents must be reported to your supervisor and your School Test Coordinator. Unprofessional conduct must be reported to the OSPI Office of Professional Practices at (360) 725-6130.

Printed Name	Signature

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Printed Name	Signature