



SPARTA AREA SCHOOLS

465 S. Union Street Sparta, MI 49345
616-887-8253 / Fax 616-887-9958 / www.spartaschools.org

JOEL STONER

Interim Superintendent

KRISTIN MELVIN

Dir. of Finance & Operations

Sparta Area Schools Electronic Device Policy for State Assessments

Personal electronic devices that are not used for testing pose a large security risk to all state assessments. As accessibility to and the use of additional electronic devices has increased over the last few years among both students and staff, instances of cheating, plagiarism, and inappropriate use of devices have had a negative impact on the validity and reliability of the state's assessments. This has also caused invalidation of student tests and has resulted in negative impacts to assessment participation and accountability.

Students:

Students are not permitted to use, to wear, or to access any personal, non-testing electronic devices during testing or while on a break when in an active testing session. These electronic devices include but are not limited to smartphones, cell phones, smartwatches, Bluetooth headphones, headphones that allow access to voice assistant technology, and computers and/or tablets not being actively used for testing purposes.

Administration staff are to practice due diligence in actively monitoring students in the testing room and on breaks to ensure that electronic devices are not accessed. If a student brings an additional electronic device into the testing room, the test administrator must follow the district electronic device policy in ensuring the electronic device is stored appropriately and is not accessible to the student during testing. The testing environment is not to be disturbed by any electronic devices not used for testing or test administration.

If an additional electronic device is medically necessary for a testing student, the device must be left with the test administrator, or the test must be administered to the student in a one test administrator-to-one student setting, in the event the student requires that the device be kept with them, and the student must be actively monitored at all times while testing.



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Staff:

During testing, staff may only use a computer (or other appropriately configured device, for example, an iPad or Chromebook) for monitoring assessments, and these devices should be used for no other purpose, during testing. Test Administrators and Test Monitors may use cell phones to alert other staff of issues. Test Administrators/Monitors may use cell phones or other electronic devices only to alert others that assistance is needed or in an emergency. Wearable technology is strongly discouraged for testing staff; if it is worn, devices must be set on airplane mode to limit access to other applications and the internet.

A Test Administrator shall not disturb the testing environment through texting, speaking, or other cell phone/wearable technology/electronic device use, except in the event of an emergency. Test content can never be photographed or communicated; this includes when a Test Administrator or Test Monitor needs to alert others of an issue or incident. Test Administrators and Test Monitors are not to use their cell phones, wearable technology, or other devices to check email or perform other work during testing. All such electronic devices are to be silenced to reduce disruptions.