

Re: Use of general education teacher's original tests for "previewing" purposes with SpEd students

Date written: 06/19/07

Date approved by USD 320 BOE: 07/09/07

Best practice standards for SpEd teachers who gain access to general educator tests prior to the test being given to all students need to be set. Although this is not a common occurrence, it does happen. In fact, general education teachers at times publish something very similar to the test as a "study guide" for students. Either way, this "practice" is not always defined in the accommodations section of student IEP's or for that matter in any other section of the IEP. Because this practice does take place from time to time, but is not routinely addressed in student's IEP's some parameters need to be clarified in two separate areas: a). how to address such in IEP's, and b). what are considered to be acceptable practices when doing so.

- a.) The most logical location for this to be addressed in the IEP is under the heading of accommodations. Here it is very important to express the acceptable parameters for the student based upon the student's identified disability and needs.
- b.) Standards can best be set under the headings of **Acceptable practices** and **Unacceptable practices**. **In either case both apply to formative tests as well as summative tests.**

Acceptable practices prior to taking tests:

- Ask the general education teacher for his/her study guide sheets rather than the test itself and work with students on answering those questions,
- If you do have the test, simply make up your own study guide questions,
- If there are a lot of vocabulary words on the test-make flash cards or a word bank for students to practice with so they become better acquainted with the words and definitions,
- If there are a lot of matching items-create a study guide that helps students better understand the concepts to be matched,
- Review notes, other guide sheets used in class, or textbook,
- Reword test questions or study guide questions,
- Generally help students to better understand the content that may be on the test

Unacceptable practices prior to taking tests:

- Making copies of the test and giving students a copy of the test to review individually or as a group with or without the SpEd teacher,
- Generally using a method that is NOT deliberately rote memory