

CSCA State Assessment Administration and Parent Refusal

Purpose

Colorado Springs Charter Academy is committed to academic excellence through the use of high-quality assessments. State assessments serve as one measure of student learning and provide data that informs instruction, supports continuous improvement, and ensures school accountability. This policy outlines procedures for the administration of state assessments and the rights of parents/guardians to refuse participation on behalf of their student, in accordance with C.R.S. § 22-7-1013.

State Assessments and Administration Format

In alignment with Colorado Department of Education (CDE) requirements, all state assessments at Colorado Springs Charter Academy are administered in an online format unless a paper-based format is required as part of a student's Individualized Education Program (IEP), Section 504 Plan, or through other approved accommodations.

The following state assessments are administered at Colorado Springs Charter Academy:

- Colorado Measures of Academic Success (CMAS): Grades 3–8
- ACCESS for ELLs: Grades K–8 (for Multilingual Learners)
- Alternate ACCESS for ELLs: Grades K–8 (for eligible Multilingual Learners with significant cognitive disabilities)
- Colorado Alternate Assessment (CoAlt): Grades 3–8 (for eligible students with significant cognitive disabilities)

Annual Assessment Calendar Distribution

Colorado Springs Charter Academy shall provide an annual assessment calendar to all parents/guardians. The calendar shall include:

1. A description of all scheduled state and local assessments
2. An indication of whether each assessment is required by federal law, required by state law, or selected by the school
3. The administration dates or testing windows for each assessment
4. A brief explanation of the purpose of each assessment and how results are used by CDE and the school to support student learning and school compliance

The assessment calendar shall also be posted on the school's website at the beginning of the academic year for ongoing public access.

Parent/Guardian Refusal of State Assessments

Parents/guardians have the legal right to refuse participation in one or more of the following state assessments:

- Colorado Measures of Academic Success (CMAS)
- Colorado Alternate Assessment (CoAlt)

There shall be no negative consequences for any student or family who elects to opt out. Specifically:

- Students will not face academic penalties
- Students will not be excluded from classroom instruction, school events, or extracurricular activities
- Students will not be required to stay home on testing days
- Students will not be assigned alternate assessments that presents an undue burden on families

Colorado Springs Charter Academy shall not engage in any practice that discourages participation in state assessments or encourages families to refuse them.

The refusal process does not apply to the following assessments:

- ACCESS for ELLs/Alternate ACCESS for ELLs
- READ Act early literacy assessments
- Classroom assessments

Refusal Process

To opt their student out of eligible state assessments, parents/guardians must:

1. Submit a signed written notice of refusal (e.g., letter or school-provided refusal form) to the Assessment Coordinator.

2. It is requested that the notice be submitted three weeks prior to the start of the applicable assessment window, when feasible.

Refusal notices shall be:

- Valid for one academic year. A new request must be submitted each year
- Collected and securely maintained by the Assessment Coordinator
- Filed in the student's official school record

Students with a documented refusal shall be supervised during the testing period and may participate in quiet or alternative educational activities as appropriate.

Policy Review and Transparency

This policy shall be reviewed and updated as needed to ensure continued alignment with CDE guidance and applicable state law.

The policy shall be posted on the school's website and made available in hard copy upon request. A policy web link shall also be included in the annual Parent/Student Handbook.

Questions regarding this policy may be directed to the Assessment Coordinator or Head of School.

Adopted: September 11, 2025

LEGAL REFERENCE:

C.R.S. § 22-7-1013 – Assessment Administration and Parent Refusal