## **Lowndes County Schools**

# **Test Security Policy**

### **Test Security**

Any action that compromises test security or leads to the invalidation of an individual student's or a group of students' test scores will be viewed by Lowndes County Schools (LCS) as inappropriate. Under no circumstances may any tests be reproduced or duplicated for individual or group use unless authorized by GaDOE. Failure to comply with the U.S. Copyright Laws protecting these materials could result in legal action. Any instance of violation of copyright laws must be reported immediately to the GaDOE. Guidelines are in place to assist system personnel in determining which activities might compromise test security or score validity. Any concern regarding test security must be reported to LCS immediately.

### **Consequences for Violating Test Security**

Failure to safeguard test materials or to comply with test administration procedures could adversely affect an individual's certification status. If this was to occur, LCS will submit the incident to the Georgia Department of Education (GaDOE). Additionally, the GaDOE may instruct LCS to refer the incident to the Educators Ethics Division of the Professional Standards Commission as failure to adhere to established policies and procedures.

#### **Contact Information**

For additional information pertaining to Lowndes County Schools' Assessment and Accountability obligations, please contact Rodney Green, Assistant Superintendent of Teaching and Learning, at 229-245-2250.

The above information is in accordance with the Georgia Department of Education's Student Assessment Handbook.