

## Procedures for Juried Assessments

The following procedure is intended to provide a means through which students in grades three through twelve may request an exception to the statewide CIM benchmark assessment procedures through a “juried” assessment or alternative evaluation of student performance:

1. Parents/eligible students will fill out the appropriate “Intent to Submit a Juried Assessment” form and return to the director of curriculum and instruction who will forward the form to the Oregon Department of Education.
2. The Director of School Improvement will provide the necessary information to begin creating documentation for submission
3. The Director of School Improvement will identify the teachers or a team of experts who will locally review the student’s collection of evidence to determine that the body of work meets the state standards requirement. The teachers (or team) reviewing the collection should have expertise in the content area being juried.

A request for a juried assessment to the ODE shall include:

1. A body of student work that demonstrates the student’s mastery of the content and performance standards;
2. Two individual teacher evaluations of the student work that confirm that the work demonstrates mastery;
3. A letter from the superintendent or designee to the ODE requesting an impartial review panel to consider the request.

Five copies of the student’s collection of work and letter of request signed by the Superintendent or designee are forwarded to the office of assessment and evaluation at the Oregon Department of Education.

The costs for the review panel, with the exception of ODE staff, shall be the responsibility of the district.

If the request is denied, the parent and student, may appeal the decision to the State Superintendent of Public Instruction, whose decision will be final. A request accepted as meeting state content and performance standards through the juried assessment process will be applied by the district toward the student’s individual grade level performance standards.