

Community Policy #803 Test Centers

Purpose:

Test Centers are operated as a method whereby students can be proctored as they take the tests for their courses. This provides accountability and reliability in the tests and the grades associated with the tests. These test centers are in various areas of the state and are in facilities where Cyber School staff travel to meet students in quiet supervised meeting rooms. Libraries are a favorite location as are meeting rooms in malls and community centers. The primary test center is the main office of SusQ-Cyber in Bloomsburg, PA. However, the various Intermediate Units including the CSIU 16 office building in Montandon, PA can be utilized for testing and tutoring.

Guidelines:

- When SusQ-Cyber Charter School students are in the respective test centers they are governed by the policies, rules and regulations, and procedures of the SusQ-Cyber Charter School and the host facility. All school rules and regulations apply in these centers.
- Adequate supervision must be provided for students in the test centers.
- Students who violate these policies, regulations and procedures will be subject to disciplinary measures by the SCCS.
- Responses to emergencies in each of these test centers will be in accordance with the procedures established by the host facility.

Delegation of Responsibility:

The CEO shall from time to time report to the Board any problems related to these procedures and any need for adjustment to ensure the safety of students at these test centers.

TO THE EXTENT THAT ANYTHING IN THIS POLICY COULD BE CONSTRUED TO CONFLICT WITH APPLICABLE STATE AND/OR FEDERAL LAWS, THE APPLICABLE STATE AND/OR FEDERAL LAWS CONTROL. THIS POLICY IS NOT INTENDED TO CONFLICT WITH CHARTER REQUIREMENT.