



2008–09 STAR Test (including field tests) Security Affidavit for Test Examiners, Proctors, Scribes, and Any Other Person Having Access to STAR Tests

Note: This agreement covers both the fall field tests as well as the operational administrations. I acknowledge that I may have access to the California Standards Tests (CSTs); the California Modified Assessment (CMA); the California Alternate Performance Assessment (CAPA); and the Standards-based Tests in Spanish (STS) for the purpose of administering the test(s). I understand that these materials are highly secure, and it is my professional responsibility to protect their security as follows:

1. **I will not** divulge the contents of the tests to any other person through verbal, written, or any other means of communication.
2. **I will not** copy any part of the test(s) or test materials.
3. **I will** keep the test(s) secure until the test(s) are actually distributed to students.
4. **I will** limit access to the test(s) and test materials by test examinees to the actual testing periods when they are taking the test(s).
5. **I will** collect and account for all materials following each period of testing and will not permit students to remove test materials from the room where testing takes place.
6. **I will not** review any test questions, passages, or other test items independently or with students or any other person before, during, or following testing.
7. **I will not** develop scoring keys, review any student responses, or prepare answer documents except as required by the contractor's administration manual(s).
8. **I will** return all test materials to the designated STAR test site coordinator daily upon completion of testing.
9. **I will** administer the test(s) in accordance with the *Directions for Administration* and the *STAR District and Test Site Coordinator Manual*.
10. **I have been** trained to administer the tests.

Signed

Print Name

Position

School

San Diego Unified School District

School District

Date

This form may be photocopied.