

Academic Assessment Report*

Ohio Administrative Code (OAC) 3301-34-04

Option #1 – Standardized Achievement Test

(A) The parents shall send to the superintendent an academic assessment report of the child for the previous school year at the time of supplying subsequent notification.

(B) The academic assessment report shall include one of the following:

(1) results of a nationally normed, standardized achievement test which meets the requirements set forth in rule 3301-12-02 of the Ohio Administrative Code.

(a) Such test shall be administered by:

- (i) A licensed or certified teacher, holding a valid Ohio teaching certificate (*excluding* the non-tax certificate issued under Ohio Revised Code 3301.071); or
- (ii) another person mutually agreed upon by the parent(s) and the superintendent; or
- (iii) a person duly authorized by the publisher of the test.

(b) Results should demonstrate reasonable proficiency as compared to other children in the district at the same grade level. Any child that has a composite score at or above the twenty-fifth percentile shall be deemed to be performing at a level of reasonable proficiency.

Ohio Rev. Code Ann. § 149.43 (B) (1) states that “all public records shall be promptly prepared and made available for inspection to any person at all reasonable times...” Federal educational privacy statutes (FERPA) protect students who attend federally funded institutions, but home school records do not fall under any express exemption. This form satisfies Ohio law without compromising student privacy.

Accordingly:

Enclosed are the results of the _____
(name of test)

for _____
(child’s name)

The test was administered by (check one):

- _____ (i) a licensed or certified teacher, holding a valid Ohio Teaching Certificate (*excluding* the non-tax certificate issued under Ohio Revised Code 3301.071); or
- _____ (ii) another person mutually agreed upon by the parent(s) and the superintendent; or
- _____ (iii) a person duly authorized by the publisher of the test.

The composite results, of the _____ percentile, demonstrate reasonable proficiency.

**form optional*