

UNION CITY BOARD OF EDUCATION
3912 Bergen Turnpike
Union City, NJ 07087

CORRECTIVE ACTION PLAN FOR 2013 ALTERNATIVE PROFICIENCY ASSESSMENT
UNION HILL M.S. 17-5240-150

In response to the letter dated September 9, 2013 requesting a Corrective Action Plan for the 2013 Alternative Proficiency Assessment (APA) and in response to e-mail communication received on February 24, 2014 requesting a revised Corrective Action Plan at Union Hill M.S. 17-5240-150.

The Office of Assessments is requiring a Corrective Action Plan based on the alleged test security breach that six binders display nearly identical answers for language arts literacy.

The Union City Board of Education has put forth the following Corrective Action Plan in an effort to improve APA test administration procedures and prevent the possibility of a breach in the future.

Status of the alleged breach is:

On September 4, 2013 interviews of Union Hill M.S. personnel involved with the alleged breach, where conducted by Dr. Joseph Ramos and Ms. Patricia Pope from The County Office of Education. The District was advised to develop and establish a corrective action plan to address the alleged breach.

The Outcomes of the alleged breach are as follows:

- The teacher who administered the LAL APA for the students has been moved to a different class setting and is no longer involved with the APA process.
- The teacher responsible for the education of the students is the teacher responsible for all components of his/her students APA.
- The Principal of Union Hill Middle School is responsible for the collection and securing of all APA materials prior to collection for administrative review by APA coordinator.

The following steps have been taken by the District to prevent future alleged breaches:

- The teacher of record for the students will be responsible for all APA activities for his/her students.
- The Principal of the building will be responsible for the collection and securing of all APA materials prior to collection for administrative review by APA coordinator and/or designee.

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- September 2013 training for all persons involved in the APA once again stressed the importance of individualization of instruction and one to one testing for APA students.

The following revisions have been added to the Corrective Action Plan as requested by the New Jersey Department of Education.

- All APA portfolios are to be reviewed by APA coordinator and/or designee within the two collection periods.
- The APA testing coordinator along with assistants will participate in the fall APA training given by the New Jersey Department of Education.