



# NEW MEXICO Public Education Department

## Confidentiality Agreement New Mexico Statewide Assessment Program

### Confidential Information

As used in this Agreement, Confidential Information shall mean and include the following:

All information and material provided or disclosed to participant in connection New Mexico Standards Based Assessment (SBA), the New Mexico High School Competency Examination (NMHSCE); the New Mexico Alternate Proficiency Assessment (NMAPA), the Alternate Assessment for High School Graduation (AAHSG), the ACCESS For ELLs, and the W-APT, including all test information, data, items, research, analysis, specifications and features, and all other test information.

If school district personnel administer or come into contact with these instruments for any reason, they are required not to reveal the contents and items in the tests. If test questions become commonly known and students have exposure to the items prior to testing, the instrument becomes invalid. Replacing test items or tests is an expensive and time-consuming endeavor. Therefore, the Assessment and Accountability Division, in compliance with the New Mexico Administrative Code, section 6.10.7.12 C., requires that individuals who administer or come into contact with any of these tests, agree not to disclose the contents of the test, either verbally or in writing, discuss items with colleagues/students, copy any items from the test, and refrain from quoting or paraphrasing test items. **This form is kept on file in the district/school as an assurance of the reviewer's agreement to non-disclosure for a period of five (5) years.**

### Participant Agreement

In signing my name to this document, I am assuring the New Mexico Public Education Department (PED) and my district that I and anyone within my control, supervision, or responsibility having access to the test materials will abide by the conditions set forth in this Confidentiality Agreement.

I also assure the New Mexico Public Education Department that I have participated in training and/or provided two trainings as specified by the New Mexico Administrative Code, Section 6.10.7.10 A. Violation of the foregoing Confidentiality Agreement may result in disciplinary action up to and including loss of licensure/employment.

This Agreement between the New Mexico Public Education Department and:

Name (printed):	Signature:
District/School:	Date:

\_\_\_\_\_ I have received, reviewed, and will adhere to the **Checklist** according to my position.  
*Initial*