Wisconsin Alternate Assessment for Students with Disabilities (WAA-SwD)

This form is to be used to confirm the secure destruction of any WAA-SwD test materials.

District Name: ____________________________________________________________

District Number: __________________________________________________________

The following WAA-SwD test materials were destroyed:

<table>
<thead>
<tr>
<th>GRADE</th>
<th>NUMBER OF TEST BOOKS</th>
<th>DESTRUCTION PROCESS USED</th>
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Acknowledgement: By signing below, I acknowledge my responsibility for test security and confirm the above disposition of all WAA-SwD test books.

Signature of District Assessment Coordinator (DAC) ____________________________ Date __________

Print Name of DAC __________________________

The Wisconsin Alternate Assessment for Students with Disabilities are secure materials and may not be photocopied or reproduced. To do so is in violation of copyright laws. District Assessment Coordinators acknowledge their responsibility by signing this form and returning it to DPI after materials have been properly destroyed.

Return completed form to: 
DPI Office of Student Assessment 
PO Box 7841 
Madison, WI 53707-7841

Allowable methods for the destruction of WAA-SwD test books by districts and schools:

1. Commercial document shredding/destruction service. If this method is used, a certificate of destruction must be secured from the vendor. This method is recommended for larger amounts of test materials.

   Examples of vendors that service sites in Wisconsin:
   http://piranhapapershredding.com/
   http://shredawayusa.com/
   http://shredit.com/

2. Cross-Cut shredders. This is recommended for small amounts of test materials.

3. Incineration