

# Millington Board of Education

Monitoring: <b>Review: Annually</b>	Descriptor Term: <b>Testing Programs</b>	Descriptor Code: <b>4.700</b>	Issued Date: <b>02/05/18</b>
		Rescinds: <b>4.700</b>	Reviewed/ <b>Revised:</b> <b>03/02/20</b>

## General

The Board shall provide for a system-wide testing program which shall be periodically reviewed and evaluated. The purposes of the program shall be to:

1. Assist in promoting accountability;
2. Determine the progress of students;
3. Assess the effectiveness of the instructional program and student learning;
4. Aid in counseling and guiding students in planning future education and other endeavors;
5. Analyze the improvements needed in each instructional area;
6. Assist in the screening of students with learning difficulties;<sup>1</sup>
7. Assist in placing students in remedial programs;
8. Provide information for college entrance and placement; and
9. Assist in educational research by providing data.<sup>2</sup>

The Director of Schools shall be responsible for planning and implementing the program, which includes:

1. Determining specific purposes for each test;
2. Selecting the appropriate test to be given;
3. Establishing procedures for administering the tests;
4. Making provisions for interpreting and disseminating the results;
5. Maintaining testing information in a consistent and confidential manner; and
6. Ensuring that results are obtained as quickly as possible, especially when placement in a special learning program might be necessary.

1 State-mandated student testing programs shall be undertaken in accordance with procedures published  
2 by the State Department of Education.<sup>3</sup>

### 3 **WEIGHTING TCAP SCORES**

4 TNReady<sup>4</sup> and EOC<sup>5</sup> scores shall be included in students' final grades during the spring semester as  
5 follows:

- 6 a) Grades 3-5 - 15%
- 7 b) Grades 6-8 - 15%
- 8 c) Grades 9-12 - 15%

9 The "Target Score Methodology" will be the method used to calculate student TCAP/EOC scores.

10 The Director of Schools may exclude these scores from students' final grades if results are not received  
11 by the district at least five (5) instructional days before the end of the course.<sup>4,5</sup>

### 12 **INTEREST INVENTORIES AND CAREER ASSESSMENTS<sup>6</sup>**

13 Interest inventories shall be made available to 9<sup>th</sup> graders. These will include assessments such as the  
14 Kuder assessment, Myers-Briggs Type Indicator, the ASVAB, or the College Board Career Finder.

15 Career aptitude assessments shall be administered to 7<sup>th</sup> graders in order to inform the student's high  
16 school plan of study.

### 17 **TESTING INFORMATION AND PARENTAL CONSENT**

18 Any test directly concerned with measuring student ability or achievement through individual or group  
19 psychological or socio-metric tests shall not be administered by or with the knowledge of any employee  
20 of the system without first obtaining written consent of the parent(s)/guardian(s).<sup>2</sup>

21 Results of all group tests shall be recorded on students' permanent records and shall be made available  
22 to appropriate personnel in accordance with established procedures.<sup>7</sup>

23 No later than July 31<sup>st</sup> of each year, the Board shall publish on its website information related to state  
24 and board mandated tests that will be administered during the school year. The information shall  
25 include:<sup>8</sup>

- 26 1. The name of the test;
- 27
- 28 2. The purpose and use of the test;
- 29
- 30 3. The grade or class in which the test will be administered;
- 31
- 32 4. The tentative date or dates that the test will be administered;
- 33

- 1 5. The time and manner in which parent(s)/guardian(s) and students will be notified of the results  
2 of the test;  
3  
4 6. How parent(s)/guardian(s) can access the questions and answers on their student’s state-  
5 required tests; and  
6  
7 7. If a board mandated test, how the test complements and enhances student instruction and  
8 learning and how it serves a purpose distinct from state-required tests.
- 9 Testing information shall also be placed in student handbooks or other school publications that are  
10 provided to parent(s)/guardian(s) on an annual basis.

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Legal References

1. TCA 49-10-108
2. 20 USCA § 1232(g)
3. TRR/MS 0520-01-03-.03(7); TRR/MS 0520-01-03-.06(1)(b)
4. TCA 49-1-617; State Board of Education Policy 2.102
5. TRR/MS 0520-01-03-.06(1)(b); State Board of Education Policy 2.103; TCA 49-1-617
6. Public Acts of 2019, Chapter No. 108
7. TCA 10-7-504
8. TCA 49-6-6007; State Board of Education Policy 2.102; State Board of Education Policy 2.103

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Cross References

Student Surveys, Analyses, and Evaluations 6.4001  
Student Records 6.600