Hickman County Board of Education

	Descriptor Term: **Testing Programs**	Descriptor Code: **4.700**	Issued Date: **06/01/20**
		Rescinds: **4.700**	Issued: **10/07/19**

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 a given instructional area;
6. Assist in the screening of students with learning difficulties;[1]
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.[2]

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 provision 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.

State-mandated student testing programs shall be undertaken in accordance with procedures published by the State Department of Education.[3]

The director of schools may exclude Tennessee Comprehensive Assessment Program scores from students' final grades if scores are not received by the district at least five (5) instructional days before the end of the school year.[4,5]

TNReady[4] and EOC[5] scores will be included in students' final grades as follows:

a) Grades 3-5 - 5% of the last nine (9) weeks
b) Grades 6-8 - 10% of the last nine (9) weeks
c) Grades 9-12 - 15% of the last nine (9) weeks

EOC scores will be incorporated into a student's report card using the target score method that compares the student score to the distribution of the class. The director of schools may exclude end-of-course (EOC) scores from students' final grades if scores are not received by the district at least five (5) instructional days before the end of the course.[4,5]

Before being included in the students' final grades, end-of-course (EOC) test scores will be converted to a 100-point scale using the Target Score Method, which adjusts each student's score based on the average of all students in the class in the county. The conversion is calculated as follows:

$$S_{EOC} = \left(\frac{P_{earned}}{P_{possible}}\right)^{F} \cdot 100\%$$

$$F = \frac{log_{10}\left(\frac{S_{avg}}{100}\right)}{log_{10}\left(\frac{P_{avg}}{P_{possible}}\right)}$$

Where, for a specific subject:

S_{EOC} = the student's EOC score, converted to a 100-point scale using the Target Score Method

P_{earned} = points earned by the student on the EOC test

$P_{possible}$ = maximum points possible on the EOC test

F = scaling factor

S_{avg} = the average classroom grade for all Hickman County Students in the class

P_{avg} = the average points earned on the EOC test for all Hickman County students in the class

INTEREST INVENTORIES AND CAREER ASSESSMENTS[6]

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

Career aptitude assessments shall be administered to 8th graders in order to inform the student's high school plan of study. Upon receiving the results from these assessments, the school shall provide

students with information on any available career and technical education opportunities in which the student is eligible to participate in.

TESTING INFORMAITON AND PARENTAL CONSENT

Any test directly concerned with measuring student ability or achievement through individual or group psychological or socio-metric tests shall not be administered by or with the knowledge of any employee of the system without first obtaining written consent of the parents or guardians.[2]

Results of all group tests shall be recorded on the students' permanent records and shall be made available to appropriate personnel in accordance with established procedures.[7]

No later than July 31 of each year, the Board shall publish on its website information related to state and board mandated tests that will be administered during the school year. The information shall include:[8]

1. The name of the test;
2. The purpose and use of the test;
3. The grade or class in which the test will be administered;
4. The tentative date or dates that the test will be administered;
5. The time and manner in which parents and students will be notified of the results of the test;
6. How parents can access the questions and answers on their student's state-required tests; and
7. If a board mandated test, how the test complements and enhances student instruction and learning and how it serves a purpose distinct from state-required test.

Beginning with the 2015-2016 school year and for school years thereafter, the testing information shall also be placed in student handbooks or other school publications that are provided to parents on an annual basis.

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

Cross References

Student Surveys, Analyses, and Evaluations 6.4001
Student Records 6.600