

Houston County Board of Education

Monitoring: Review: Annually, in December	Descriptor Term: Testing Programs	Descriptor Code: 4.700	Issued Date: 11/14/22
		Rescinds:	Issued: 7/22/04; 3/12/18; 5/14/18; 8/13/18; 08/12/19; 08/09/21

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;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 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.

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

WEIGHTING TCAP SCORES

TNReady⁴ and EOC⁵ scores shall be included in students' final grades as follows:

1. Grades 4-5 - TNReady Exam scores for grades four through five (4-5) shall count **5%** of a student's final grade in the spring semester.
2. Grades 6-8 - TNReady Exam scores for grades six through eight (6-8) shall count **10%** of a student's final grade in the spring semester.

3. High School End of Course Exam scores for grades nine through twelve (9-12) shall count **15%** of a student's final grade in the second semester of a yearlong course **or** of the last nine weeks' average in a semester long block class.

The cubed root method is used for calculating all scores.

The Director of Schools may exclude these scores from students' final grades if results are not received by the district at least five (5) instructional days before the end of the course.^{4,5}

INTEREST INVENTORIES AND CAREER ASSESSMENTS⁶

Interest inventories shall be made available to middle schoolers (7th grade). These will include assessments such as the Kuder assessment, Myers-Briggs Type Indicator, the ASVAB, College Board Career Finder or other appropriate interest or career inventories.

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 INFORMATION 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 district without first obtaining written consent of the parent(s)/guardian(s).²

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

No later than July 31st 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 parent(s)/guardian(s) and students will be notified of the results of the test;
6. How parent(s)/guardian(s) 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 tests.

Testing information shall also be placed in student handbooks or other school publications that are provided to parent(s)/guardian(s) on an annual basis.

TESTING FOR GRADE PLACEMENT OR AWARDING CREDIT⁹

Students transferring from a Category IV church-related school, Category V private school, or home school shall be awarded credit upon completion of a written exam. These exams shall be approved, administered, and graded by the school’s principal/designee. Upon request from a parent/guardian, student scores from a nationally standardized achievement test in the relevant subject shall be accepted as a substitute for these exams.

For students in grades one through eight (1-8), the exam shall only cover the last grade completed. For students in grades nine through twelve (9-12), the exam shall only cover the last course completed by the student (for example, if a student has completed English I, II, and III, the examination shall only cover English III).

The Director of Schools shall provide notice to parent(s)/guardian(s) of these exams.

Legal References

- 1. TCA 49-10-108
- 2. 20 USCA § 1232(g)
- 3. TRR/MS 0520-01-03-.03(11)
- 4. TCA 49-1-617; State Board of Education Policy 2.102
- 5. TRR/MS 0520-01-03-.03(11)(e); State Board of Education Policy 2.103; TCA 49-1-617
- 6. TCA 49-6-412
- 7. TCA 10-7-504(a)(4)(A)
- 8. TCA 49-6-6007; State Board of Education Policy 2.102; State Board of Education Policy 2.103
- 9. TRR/MS 0520-07-01-.03(3)

Cross References

- Student Surveys, Analyses, and Evaluations 6.4001
- Student Records 6.600