

<b>Bartlett City Board of Education</b>		<b>4035</b>
Descriptor Term: <b>TESTING PROGRAMS</b>	Descriptor Code: <b>Instructional Services</b>	Issue Date: <b>05/25/2023</b>
	Rescinds:	Revised:

1    **General**

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

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

14   The Superintendent shall be responsible for planning and implementing the program  
15   which includes:

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

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

25   **WEIGHTING TCAP SCORES**

26   The weight of student scores on the Tennessee Comprehensive Assessment Program  
27   (TCAP) grades three through five (3-5) shall comprise the minimum percentage of the  
28   students' final grade average as permitted by law in the subject areas of mathematics,  
29   reading/language arts, science, and social studies. Student scores on the Tennessee  
30   Comprehensive Assessment Program (TCAP) for grades six through eight (6-8) shall  
31   comprise the minimum percentage of the students' final grade average as permitted by  
32   law in the subject areas of mathematics, reading/language arts, science, and social

1 studies. Student scores on the Tennessee Comprehensive Assessment Program/End of  
2 Course (EOC) shall comprise fifteen percent (15%) of the student's final grade average  
3 for the school year.

4 The Bartlett City School System shall use the following methodology: "Target Score  
5 Methodology".

6 If Bartlett City Schools District does not receive students' TCAP scoring, including all  
7 achievement tests (for grades 3-8) and End-of-Course scores (for grades 9-12), at least  
8 five (5) instructional days before the end of the course, then the Superintendent may  
9 exclude these scores from students' final grades.<sup>4, 5</sup>

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

11 Interest inventories shall be made available to students in their middle school or 9<sup>th</sup> grade  
12 years. Such inventories shall consist of the Kuder assessment, Myers-Briggs Type  
13 Indicator personality inventory, the ASVAB, the College Board Career Finder, or other  
14 interest or career inventory available to assist middle school or ninth grade students in  
15 determining the students' interests and in making career decisions.

16 Career aptitude assessments shall be administered to students in grades 7 or 8 in order  
17 to inform the student's high school plan of study. Upon receiving the results from these  
18 assessments, the school shall provide students with information on any available career  
19 and technical education opportunities offered by the District in which the student is eligible  
20 to participate.

## 21 **TESTING INFORMATION AND PARENTAL CONSENT**

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

26 Results of all group tests shall be recorded on the students' permanent records and shall  
27 be made available to appropriate personnel in accordance with established Board  
28 policies.<sup>7</sup>

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

- 32 1. The name of the test;
- 33 2. The purpose and use of the test;
- 34 3. The grade or class in which the test will be administered;
- 35 4. The tentative date or dates that the test will be administered;
- 36 5. The time and manner in which parents and students will be notified of the results  
37 of the test;

- 1       6. How parents can access the questions and answers on their student's state-
- 2             required tests; and
- 3       7. If a board mandated test, how the test complements and enhances student
- 4             instruction and learning and how it serves a purpose distinct from state-required
- 5             tests.

6   The testing information shall also be placed in student handbooks or other school  
7   publications that are 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(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