

# Kingsport City Board of Education

Monitoring: <b>Review: Annually, in December</b>	Descriptor Term: <b>Assessment Programs</b>	Descriptor Code: <b>4.700</b>	Issued Date: <b>06/20/17</b>
		Rescinds: <b>4.700</b>	Issued: <b>02/02/17</b>

1 *General*

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

- 4 1. Assist in promoting accountability;
- 5
- 6 2. Determine the progress of students;
- 7
- 8 3. Assess the effectiveness of the instructional program and student learning;
- 9
- 10 4. Aid in counseling and guiding students in planning future education and other endeavors;
- 11
- 12 5. Analyze the improvements needed in each instructional area;
- 13
- 14 6. Assist in the screening of students with learning difficulties;<sup>1,2</sup>
- 15
- 16 7. Assist in placing students in remedial programs;
- 17
- 18 8. Provide information for college entrance and placement; and
- 19
- 20 9. Assist in educational research by providing data.

21 The director of schools shall be responsible for planning and implementing the program, which includes:

- 22 1. Determining specific purposes for each test;
- 23
- 24 2. Selecting the appropriate test to be given;
- 25
- 26 3. Establishing procedures for administering the tests;
- 27
- 28 4. Making provisions for interpreting and disseminating the results;
- 29
- 30 5. Maintaining testing information in a consistent and confidential manner; and
- 31
- 32 6. Ensuring that results are obtained as quickly as possible, especially when placement in a special  
33 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 OF TCAP AND EOC SCORES**

4 Student scores on the Tennessee Comprehensive Assessment Program's grades three through eight (3-8)  
5 shall comprise ten (10%) percent of the student's final grade in the spring semester of the 2016-2017  
6 school year, fifteen (15%) percent in the 2017-2018 school year, and fifteen (15%) percent in the 2018-  
7 2019 school year and thereafter in the subject areas of mathematics, reading/language arts, science, and  
8 social studies.<sup>4</sup> With Board approval, the Superintendent of Schools may exclude Tennessee  
9 Comprehensive Assessment Program scores from students' final grades if scores are not received by the  
10 district at least five (5) instructional days before the end of the school year.<sup>5</sup>

11 High School End of Course Exam scores will be included in students' final grades as follows:<sup>6</sup>

- 12 a) 2016-2017 school year - 10% of the student's final average.
- 13 b) 2017-2018 school year - 15% of the student's final average.
- 14 c) 2018-2019 school year - 25% of the student's final average.

15 Kingsport City Schools will utilize the cube-root methodology for calculating quick score percentages  
16 in determining the weighting of TCAP and EOC scores in a student's final grade.

17 With Board approval, the Superintendent of Schools may exclude end-of-course (EOC) scores from  
18 students' final grades if scores are not received by the district at least five (5) instructional days before  
19 the end of the course.<sup>5</sup>

### 20 **TESTING INFORMATION AND PARENTAL CONSENT**

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

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

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

- 29 1. The name of the test;
- 30
- 31 2. The purpose and use of the test;
- 32
- 33 3. The grade or class in which the test will be administered;

- 1        4. The tentative date or dates that the test will be administered;
  - 2
  - 3        5. The time and manner in which parents and students will be notified of the results of the test;
  - 4            and
  - 5
  - 6        6. How parents can access the questions and answers on their student’s state-required tests.<sup>8</sup>
- 7        Beginning with the 2015-2016 school year and for school years thereafter, the testing information shall
- 8        also be placed in student handbooks or other school publications that are provided to parents on an
- 9        annual basis.

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Legal References

1. TCA 49-10-108
2. 20 USCS 1232(g)
3. TRR/MS 0520-01-03-.03(9)
4. TCA 49-1-617
5. Public Acts of 2015, Chapter No. 256
6. TRR/MS 0520-01-03-.06(1)(c)(2)
7. TCA 10-7-504
8. TCA 49-6-6007; Public Acts of 2016, Chp. No. 844

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Cross References

Student Records 6.600