



Testing Programs

Policy Number: 4.700	Monitoring Review: Annually
Effective/Revised Date: June 28, 2023	Signature:
Approved by: Lizzette Gonzalez Reynolds, Commissioner	

The Achievement School District (ASD) shall provide for a system-wide testing program which shall be periodically reviewed and evaluated.¹

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.¹

The principal of each school 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 Tenn. Code Ann. § 49-10-108; 20 U.S.C.A. 1232g

State-mandated testing programs shall be undertaken in accordance with procedures published by Tennessee Department of Education.²

The results of system-wide tests shall be recorded in the students' permanent records and shall be made available to appropriate personnel in accordance with established procedures.

Weighting TCAP Scores

TNReady³ and EOC⁴ scores shall be included in students' final grades as follows:

1. Grades 3-5 - 5%
2. Grades 6-8 - 10%
3. Grades 9-12 - 15%

The ASD shall use the following methodology:

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.^{3,4}

Interest Inventories and Career Assessments⁵

Interest inventories shall be made available to middle schoolers. 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 7th 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 ASD without first obtaining written consent of the parent(s)/guardian(s).¹

Results of all group tests shall be recorded on students' permanent records and shall be made available to appropriate personnel in accordance with established procedures.⁶

No later than July 31st of each year, the ASD shall publish on its website information related to state and board mandated tests that will be administered during the school year. The information shall include⁷:

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

² TRR/MS 0520-01-03-.03(7); TRR/MS 0520-01-03-.06(1)(b)

³ Tenn. Code Ann. § 49-1-617; State Board of Education Policy 2.102

⁴ TRR/MS 0520-01-03-.06(1)(b); State Board of Education Policy 2.103; Tenn. Code Ann. § 49-1-617

⁵ Public Acts of 2019, Chapter No. 108

⁶ Tenn. Code Ann. § 10-7-504

⁷ Tenn. Code Ann. 49-6-6007; State Board of Education Policy 2.103

7. If an ASD 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.