

# Lakeland Board of Education

Monitoring:  <b>Review: Annually, in November</b>	Descriptor Term:  <b>Testing Programs</b>	Descriptor Code: <b>4.700</b>	Issued Date: <b>11/09/15</b>
		Rescinds: <b>4.700</b>	Issued: <b>07/14/14</b>

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

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

11 The superintendent shall be responsible for planning and implementing the program, which includes:

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

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

21 Student scores on the Tennessee Comprehensive Assessment Program's grades three through eight (3-  
 22 8) shall comprise fifteen (15%) percent of the student's final grade in the spring semester in the subject  
 23 areas of mathematics, reading/language arts, science and social studies.<sup>4</sup> The superintendent may  
 24 exclude Tennessee Comprehensive Assessment Program scores from students' final grades if scores  
 25 are not received by the district at least five (5) instructional days before the end of the school year.<sup>4</sup>

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- 1 The superintendent may exclude end-of-course (EOC) scores from students' final grades if scores are  
2 not received by the district at least five (5) instructional days before the end of the course.<sup>4</sup>
- 3 Any test directly concerned with measuring student ability or achievement through individual or group  
4 psychological or socio-metric tests shall not be administered by or with the knowledge of any  
5 employee of the system without first obtaining written consent of the parents or guardians.<sup>2</sup>
- 6 Results of all group tests shall be recorded on the students' permanent records and shall be made  
7 available to appropriate personnel in accordance with established procedures.<sup>5</sup>
- 8 No later than July 31 of each year, the Board shall publish on its website information related to state  
9 and board mandated tests that will be administered during the school year. The information shall  
10 include:<sup>6</sup>
- 11 1. The name of the test;
  - 12 2. The purpose and use of the test;
  - 13 3. The grade or class in which the test will be administered;
  - 14 4. The tentative date or dates that the test will be administered; and
  - 15 5. The time and manner in which parents and students will be notified of the results of the test.
- 16 Beginning with the 2015-2016 school year and for school years thereafter, the testing information shall  
17 also be placed in student handbooks or other school publications that are provided to parents on an  
18 annual basis.

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Legal References

1. Tenn. Code Ann. § 49-10-108
2. 20 USCA 1232 g
3. TRR/MS 0520-1-3-.03(9)
4. Tenn. Code Ann. § 49-1-617  
**SBOE Policy 3.400**
5. Tenn. Code Ann. § 10-7-504
6. Tenn. Code Ann. § 49-6-6007