

# BOURBON COUNTY HIGH SCHOOL

## SCHOOL COUNCIL POLICY

DISTRICT: BOURBON COUNTY SCHOOLS

### COUNCIL POLICY TYPE (Check One)

By-Laws (Council Operations Policies)

Function (School Operations Policies)

Policy Number

06 • 00

POLICY TOPIC DESCRIPTION: State Assessment Program Policy

### POLICY STATEMENT

#### STATE ASSESSMENT REQUIREMENTS

Each state assessment shall be conducted according to applicable statutes, regulations, and official state guidance, and in compliance with local board policy. The school council has no policy authority in this area.

Assessment accommodations for individual students shall be in compliance with state policies, district policies, and Individual Education Plans, Limited English Proficiency Plans, Gifted Student Services Plans or 504 Plans.

#### TEACHER UNDERSTANDING

The principal shall ensure that:

1. Each new staff member has an appropriate understanding of assessment practices, arranging training and other learning opportunities as needed and also as recommended by the district coordinator.
2. All staff members are briefed on assessment changes in a faculty meeting or other training session, as recommended by the district assessment coordinator.
3. All staff members know about and have easy access to all written material from the district assessment coordinator and the Kentucky Department of Education on assessment procedures.
4. All teachers and the building assessment coordinator sign code of ethics for the assessment program.

#### PARENT/LEGAL GUARDIAN UNDERSTANDING

Parents/legal guardians shall receive clear, accurate and useful information on the state assessment program at least twice each year:

1. Once in a public meeting or open house.
2. Once in material sent home with students such as a class newsletter, letter from the principal, or copies of publications for parental/legal guardians from the Kentucky Department of Education.

## STUDENT UNDERSTANDING

Teacher shall ensure that all students:

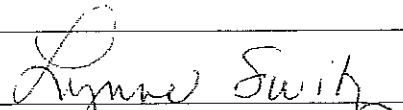
1. Know from the beginning of the year what subjects will be assessed and what methods will be used.
2. Have adequate opportunity to become familiar with open-response items, scoring methods for those items and sound strategies for answering them well.
3. Have adequate opportunities to become familiar with multiple choice items and sound strategies for answering them well.
4. Have adequate opportunity to become familiar with on-demand writing prompts, scoring methods for those prompts, and sound strategies for answering them well.

## EVALUATION

Our School Improvement Planning process includes a regular cycle of reviewing data on student performance and data on our alignment with Kentucky's Standards and Indicators for School Improvement. By analyzing that data, we will be able to tell how well this policy is being implemented and having an impact, and therefore able to tell when changes are needed.

Date Adopted: 11 June 2009

Signature

  
Council Chairperson