


Intradistrict Communication

DATE: Friday, September 24, 2018

TO: All Principals

FROM: Anthony Godfrey, Associate Superintendent
Ben Jameson, Director of Evaluation, Research and Accountability 

SUBJECT: 2018-19 Required Testing Ethics Professional Development Procedures

Instructions, materials, and documentation forms for the required 2018-19 Testing Ethics professional development, are being sent to schools via the Jordan Administrative Memo (JAM). These materials will also be available online at <http://assessments.jordandistrict.org/ethics/>. The four required procedures for completing this testing ethics professional development are listed on the “2018-19 Principal’s Test Ethics Checklist” form provided in the materials.

It is important that all school leaders, teachers, and paraprofessionals that assist with testing be reminded that the professional testing ethics required for all Federally-mandated assessments such as NAEP or State-mandated assessments such as RISE, Utah Aspire Plus, ACT, DIBELS benchmarks and progress monitoring, and WIDA Access, also apply to all District-mandated assessments such as benchmark tests, SLO assessments, and other District-created assessments including MasteryConnect[®] assessments. Students must not be given secured assessment questions as homework or discussion items. Any use of secured assessment questions for instruction, discussion, or homework compromises the validity and integrity of the assessment questions and constitutes a violation of professional testing ethics protocol.

Principals are to make sure that teachers as well as paraprofessionals that assist with testing understand that professional testing ethics must be followed when working with District-mandated as well as State- and Federally-mandated assessments. Principals are also to remind teachers and paraprofessionals that assist with testing that any potential disciplinary action specified for violating professional testing ethics on State- and Federally-mandated assessments, also applies to any violation of professional testing ethics on District-mandated assessments.