

Jordan School District  
Evaluation, Research and Accountability

**2024-25 Principal's Testing Ethics Checklist for *Licensed Educators and ESPs***

School: \_\_\_\_\_ Principal: \_\_\_\_\_

**Instructions for Completing This Form**

1. Initial each of the following items when completed.
2. When all items are completed, sign and date the form on the lines provided at the bottom.
3. Return the completed form to Gaylene Miller in Assessment, Research and Accountability **on or before Friday, Sept. 20, 2024.**

- \_\_\_\_\_ 1) The 2024-25 "Standard Test Administration Testing Ethics" presentation (either in-person or using the video) has been given to all licensed educators as well as education support professionals (ESPs) who will be assisting with 2024-25 state- or federally-mandated assessments.
- \_\_\_\_\_ 2) Copies of the document titled "Standard Test Administration and Testing Ethics Policy, 2024-25" have been given to all licensed educators as well as ESPs who will participate in or administer district, state or federally-mandated assessments.
- \_\_\_\_\_ 3) A copy of the "Standard Test Administration and Testing Ethics Training Signature Form, 2024-25" form, signed during the 2024-25 school year, is on file for every licensed educator as well as any ESP who will be assisting with the administration of 2024-25 district, state or federally-mandated assessments

I certify that all of the above three items have been completed.

\_\_\_\_\_  
Principal's Signature

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
Principal Name

\_\_\_\_\_  
School

**RETURN THIS DOCUMENT TO GAYLENE MILLER in the EVALUATION, RESEARCH, AND ACCOUNTABILITY BY FRIDAY, SEPTEMBER 20, 2024.**