

Jordan School District
Assessment, Research and Accountability

2025-26 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. 19, 2025.**

- _____ 1) The 2025-26 "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 2025-26 state- or federally-mandated assessments.
- _____ 2) Copies of the document titled "Standard Test Administration and Testing Ethics Policy, 2025-26" 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, 2025-26" form, signed during the 2025-26 school year, is on file for every licensed educator as well as any ESP who will be assisting with the administration of 2025-26 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 ASSESSMENT, RESEARCH, AND ACCOUNTABILITY BY FRIDAY, SEPTEMBER 19, 2025.