



Civics Test and Administration
Newport High School

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Introduction

In 2017, the Kentucky General Assembly passed Senate Bill 159 (2017). This law sets forth the requirement that beginning in July 2018, a student must pass a civics test composed of 100 questions in order to graduate from a public high school with a regular diploma. Each local board of education will be expected to prepare or approve an exam that must be composed of questions from the United States Citizenship and Immigration Services test. Students are required to score 60% or higher and may retake the exam as many times as deemed necessary to pass the test.

Statutory Requirements

The following text outlines major provisions of Senate Bill 159 (2017). Further information and more explanation on the statements listed below can be found within the rest of this manual.

The full text of the bill can be found here:

<http://www.lrc.ky.gov/recorddocuments/bill/17RS/SB159/bill.pdf>

- Local boards of education and charter school governing bodies may decide how the test is administered.
- Students must correctly answer at least 60 of the 100 questions on the civics test.
- Students may retake the test as many times as necessary to pass.
- Local boards of education will determine how the passing grade will be documented.
- A student who has passed a similar test within the previous five years is not required to take the test.
- Schools must administer this test in accordance with the requirements and accommodations of a student's individualized education program as defined in KRS 158.281 or a Section 504 Plan as defined in KRS 156.027.

Civics Test

The official list of 100 civics questions included on the naturalization test and free study materials are posted on the U.S. Citizenship and Immigration Services website.

Test Administration

A local board of education will be expected to prepare or approve an assessment composed of questions from the United States Citizenship and Immigration Services test. The local board will be expected to disseminate the test to all public high schools of the district who will administer the test.

Which Grade Takes the Test?

The statute requiring the civics test does not specify the high school grade level or course for administration of the test but it does require that the test be administered by the public high school(s) in each district. Section 11 of KRS 157.320 defines secondary schools as follows: "Secondary school" means a school consisting of grades seven (7) through twelve (12), or any appropriate combination of grades within this range as determined by the plan of organization for schools authorized by the district board. When grades seven (7) through nine (9) or ten (10) are organized separately as a junior high school, or grades ten (10) through twelve (12) are organized separately as a senior high school and are conducted in separate school plant facilities, each shall be considered a separate secondary school for the purposes of KRS 157.310 to 157.440."

In short, the local school board defines the grades of a high school. A high school can be any grades 7-12 and any combination within that range. If the local school board defines a high school as grades 10-12, then those are the grades that are eligible to take the civics test.

Students should have the opportunity to learn the content on the civics test before being asked to take the test. Based on the alignment of the test questions to the Kentucky Academic Standards (PDF), students should have been exposed to most of the test content by the end of Grade 8.

Two versions of the naturalization test posted on the U.S. Citizenship and Immigration website will be utilized for administration of the Civics Test at Newport High School. These will be the same questions on both tests in randomized order.

CLASS OF 2019

October 2018	Large Group Administration in Aux Gym using GradeCam answer sheets, mirroring ACT testing. Identified students will receive appropriate accommodations based on their IEP, 504 Plan, and/or PSP.
	Seniors scoring 60% or above are complete and it will be designated in Infinite Campus.
	Seniors scoring below 60% will be divided into Paws intervention groups for remediation. Each Paws remediation class will be based on one of the three subject areas of the test.
December 2018	Seniors scoring below 60% will re-test in December of 2018. The location and administration procedures will be determined by the number of students re-testing. Identified students will receive appropriate accommodations based on their IEP, 504 Plan, and/or PSP.
	Seniors not scoring 60% or above in December of 2018 will continue Paws intervention remediation.
January 2019	Beginning January 2019 the test will be administered monthly. The location and administration procedures will be determined by the number of students re-testing. Identified students will receive appropriate accommodations based on a their IEP, 504 Plan, and/or PSP.
March 2019	After the March 2019 administration of the test, seniors not passing will be pulled from elective classes and placed for a minimum of one class period and Paws time per day and assigned to a social studies teacher to facilitate their enrollment in an Edgenuity VT-GED 2014 Social Studies intervention course..
April 30, 2019	Students not passing by April 30, 2019 will be required to forfeit Senior Week activities until the DDL version of the test has been passed. Identified students will receive appropriate accommodations based on their IEP, 504 Plan, and/or PSP.

CLASS OF 2020

December 2018	Initial testing will be administered in December of 2018 during semester exams, in the Social Studies teacher's classroom. Identified students will receive appropriate accommodations based on their IEP, 504 Plan, and/or PSP.
	Juniors scoring 60% or above are complete and it will be designated in Infinite Campus.
April 2019	Juniors who initially scored below 60% will be retested. The location will be determined by the number of students re-testing. Identified students will receive appropriate accommodations based on their IEP, 504 Plan, and/or PSP.
	Juniors scoring 60% or above are complete and it will be designated in Infinite Campus.
	Juniors scoring below 60% will begin the 2019-20 school year with Paws intervention remediation. Retesting will occur in October 2019.

CLASS OF 2021

Sophomores are enrolled in World History. These students will test during the 2019-20 school year.

CLASS OF 2022

May 2019	Initial testing will be administered in May of 2019 during the semester exams, in the teacher's classroom. Identified students will receive appropriate accommodations based on their IEP, 504 Plan, and/or PSP.
	Freshmen scoring 60% or above are complete and it will be designated in Infinite Campus.
	Freshmen scoring below 60% will begin re-testing when they take US History.

Accommodations

When administering or preparing this test, schools must be in accordance with the requirements and accommodations of a student's individualized education program (IEP) as defined in KRS 158.281 or a Section 504 Plan as defined in KRS 156.027. If a student is entitled to accommodations based on an IEP or 504 plan, these accommodations must be provided for the civics test. The Admissions and Release Committee (ARC) may identify assessment accommodations for district and state assessments but these must be used consistently as a part of the student's routine instruction and classroom assessment. For a student on track for an alternate diploma, the civics test would not be required to earn the alternate diploma.

Title III of the Elementary and Secondary Education Act (ESEA), as amended by the Every Student Succeeds Act (ESSA), is part of legislation enacted to ensure that English Learners (ELs) meet the same academic content and academic achievement standards that other children are expected to meet. All local districts have legal obligations to ELs under Title VI of the Civil Rights Act of 1964 and the Equal Educational Opportunities Act (EEOA) to provide an effective language instruction educational program (LIEP) and ensure ELs have full access to the same curriculum as non-ELs. This includes providing reasonable accommodations on content assessments. A school district should ensure that there are no structural barriers within the design of its academic program that would prevent EL students who enter high school with beginner-level English proficiency from graduating on time with the prerequisites to enter college. The state regulation 703 KAR 5:070 requires procedures for special populations in the state-required assessments, which includes ELs. Page 16, section 2, of the regulation guidance on the Office of Assessment and Accountability's Assessment Regulations Training webpage outlines the inclusion of ELs on state-required assessment and accountability programs. This regulation would apply to the civic test and any EL student should get accommodations that are listed in their Program Service Plan (PSP). For more information on Program Service Plan (PSP) requirements for ELs, please contact Gary Martin at gary.martin@education.ky.gov

The United States Citizenship and Immigration website offers publications, resources and the exam in other languages for reference such as Arabic, Chinese, Korean, Spanish, Tagalog and Vietnamese. For more information, visit the USCIS Other Languages page. The information provided should only be used as a study tool for the exam. Districts should avoid using any translated test unless they have a certified interpreter to administer and interpret the assessment.

Newport High School will administer appropriate accommodations based on student's Individual Education Plan, 504 Plan, and/or Program Service Plan.

Implementation Options

The information found in the United States Citizenship and Immigration test assesses the basic knowledge required of individuals to become active citizens who participate in a democracy. Since the intent of SB 159 is for students to have a basic understanding of civic content, local school boards may find that implementing this test in a variety of ways maximizes student understanding and retention of this knowledge. While some local school districts may decide to implement this exam like a traditional standardized test, this is not the only way to administer this test. Local school boards can have the questions from this exam spread out in applicable

unit assessments, among different social studies courses or years of study. As long as the district has a method to document a student's performance on the 100 questions, the district may select the implementation method that best meets the needs of their students.

For access to a web-based platform for implementation, the Kentucky Department of Education has partnered with the University of Kentucky to offer a multiple choice version of the civics test at www.iDriveDigital.com. Every Kentucky school district has access to this platform and students can log in with their school email or their Google account.

Two versions of the naturalization test posted on the U.S. Citizenship and Immigration website will be utilized for the initial administration of the Civics Test at Newport High School. These will be the same questions in randomized order. Seniors who have not met the 60% benchmark by April 2019 will complete the civics test at www.iDriveDigital.com using appropriate testing procedures and accommodations (if appropriate).

Scoring the Test

Scoring of the civics test is done locally. Since students have the ability to retake the exam as many times as necessary, it is up to the local school district to determine retaking policies and procedures. The policies and procedures may address issues such as whether or not a student must answer questions that he or she has gotten correct if the 60% passing rate was not achieved during a testing session.

The civics exam will be given using a paper/pencil format. Answer sheets will be scored using GradeCam. A Google Sheet will be available in the Newport High School Social Studies Team Drive indicating students who have passed the exam. Students will be marked in Infinite Campus by the high school counselors.

Students who do not pass with a score of 60% or higher will retake only questions missed on the initial exam.

Recording Results

There is no requirement in place for collecting or reporting data on the civics test to the Kentucky Department of Education. Local boards of education will determine how the passing grade will be documented.

For those students on track to earn an alternate diploma, the local board of education will document this student as earning the diploma type "other high school equivalency diploma." When documenting that a student has met the graduation requirement of the civics test, either passing it with a 60% or being exempt due to receiving the alternative diploma, the local district may document this as follows: "Civics Test- Yes: Met Requirements." 5 As a service to local school districts, the KDE has partnered with Infinite Campus to allow schools to document a student's passing grade within the Assessment Tab. For guidance on how to manually input individualized student results and batch loading scores into Infinite Campus, click [here](#) or visit the KDE's civics test webpage.

Note: Manually uploading passage of the Civics Test enables the district or school to pull data only on those students who have passed the Civics Test. Students who have not

passed the test will be omitted from the report. For a student on track for an alternate diploma, the user would manually enter "Yes: Met Requirements."

Students who have passed a similar exam that was modified from the 100 question test administered by the United States Citizenship and Immigration Services at the high school level within the last five years are not required to take the test again.

Students on track to earn an alternate diploma will be indicated in Infinite Campus as "Yes: Met Requirements."

Any student enrolled in Newport High School who has passed a similar exam that was modified from the 100 question test administered by the United States Citizenship and Immigration Services at the high school level within the last five years are will not be required to take the test again.