Administrative Procedure 314

Students

STUDENT ASSESSMENT AND EVALUATION

Background

The Board recognizes the need to provide accurate and timely assessment and evaluation of student progress to both parents and students. This feedback is essential to optimize learning and make decisions regarding optimal teaching and learning practices.

Student assessment and evaluation practices shall be developed by the school administration and teachers, in consultation with parents.

Procedures

1. All STEM Collegiate students must write the annual Provincial Achievement Tests. No exceptions shall be granted unless a certificate from an attending physician is provided, indicating that the student cannot write due to a medical condition.

2. Teachers shall make all reasonable efforts to ensure that parents understand the grade level their child has achieved in relation to the grade levels of provincial Program of Study for Language Arts, Mathematics, Science and Social Studies.

3. Assessment of work habits, effort, and behavior will be distinct from assessment of academic performance.

4. Teachers will use a variety of assessment strategies to gather sufficient information to provide relevant feedback to parents, students, and teachers.

5. Assessment will be an on-going process comprised of both formative and summative components. Results shall be monitored on an on-going basis to inform the next steps in instruction and program improvement.

6. Assessment will identify strengths and encourage improvement in all areas of learning.

7. Students will be involved in their own assessment.

8. To ensure all students are provided with opportunities to display individual strengths, assessment practices will accommodate the needs of students.

9. Student assessment and evaluation practices shall be clearly communicated to students and parents.

10. Teachers will use their professional judgement to ensure that their assessments are relevant to and representative of, the learning outcomes their students are expected to achieve.

11. Administration and teachers will reassess reporting practices each year before the end of September and will collectively decide upon alterations and/or additions.

12. Teachers will work collaboratively to develop consistent standards.

13. Formal report cards will be issued two (2) times each year.

14. Teachers will provide meaningful feedback to students and parents between reporting periods.

15. Parent-Teacher-Student conferences will be held in Term 1 and Term 2 reporting periods.

16. As necessary, teachers will provide information to school administrators so that they may request expert assessment or diagnostic information that informs and strengthens teaching practices and learning.

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