

ASSESSMENT OF STUDENT LEARNING

Background

The Division believes in ensuring ongoing, meaningful, consistent and accurate assessment for all students. Assessments are designed to improve student learning, guide effective instruction, provide information for reporting and to make informed decisions about student programming.

Procedures

1. Formative Assessment is the process of measuring student growth. Summative Assessment (Evaluation) is the process of reviewing this evidence and determining its value.
2. Assessment of a student shall encompass a number of important characteristics. It shall be fair, consistent, formative, summative and recognize the worth and dignity of the individual.
 - 2.1 Formative Assessment (assessment for learning): assessment experiences that result in ongoing exchange of information between students and teachers about student progress toward clearly specified learner outcomes.
 - 2.2 Summative Assessment (assessment of learning): assessment experiences designed to collect information about learning to make evaluations of student performance at the end of a period of instruction.
3. Measures used to assess and evaluate student achievement shall be based on the outcomes defined in the Alberta Curriculum and Program of Studies.
4. A variety of methods shall be used to assess student achievement and growth.
5. A course outline shall be prepared by teachers. The assessment strategy must include the weighting used in arriving at final evaluation. The course outline and assessment strategy shall be made available to students and parents/guardians.
6. Evaluation of students with special needs shall be based on the mandatory Individual Program Plans (IPPs).
7. The teacher's mark book is a corporate legal document and must be kept by the school for a period of seven years. This mark book shall be the Maplewood Connect Ed online grade book and it is expected that staff will ensure it is updated on a regular basis for parent/guardian access.
8. Report cards for Kindergarten shall be issued by:
 - 8.1 November -- using the template that is for the communication of the Early Years Evaluation (EYE) data and teacher observational data;
 - 8.2 Mid-March -- using Maplewood reporting, combined with student led conference; and
 - 8.3 the end of the school year -- using Maplewood reporting.

9. Report cards for Grade 1 to 6 students shall be issued by:
 - 9.1 Mid-November;
 - 9.2 Mid-March; and
 - 9.3 June (the end of the school year).
 - 9.4 Additional progress reports may be issued at the school's discretion.

10. Report cards for Grade 7 to 9 students shall be issued by:
 - 10.1 November;
 - 10.2 January/February;
 - 10.3 March/April; and
 - 10.4 June (the end of the school year); the final evaluation shall be a cumulative final mark.

11. Report cards for Grade 10 to 12 students shall be issued two times a semester, one being the final report. The final evaluation shall be a cumulative final mark.

12. Appeals Procedures (when a student wishes to appeal a final course grade):
 - 12.1 Follow Administrative Procedure 390 (Appeals)..

Reference: Section 12, 18, 20, 22, 23, 39, 60, 61, 113 School Act
Ministerial Order, 016/97 – Teaching Quality Standard
Guide to Education: ECS to Grade 12 (Alberta Education)
Battle River School Division Guide to Assessment & Reporting Document

Related APs: Appeals (390)

Amended: July 2018