



Assessment, Evaluation and Reporting



St. Martin's Catholic School

*4314 – 54A Avenue
Vegreville AB T9C 1C8
780 632 - 2266*

Principal: Dan Coles

Assistant Principal: Melanie Sorochan

Elk Island Catholic Schools - Our Circle of Faith and Learning.

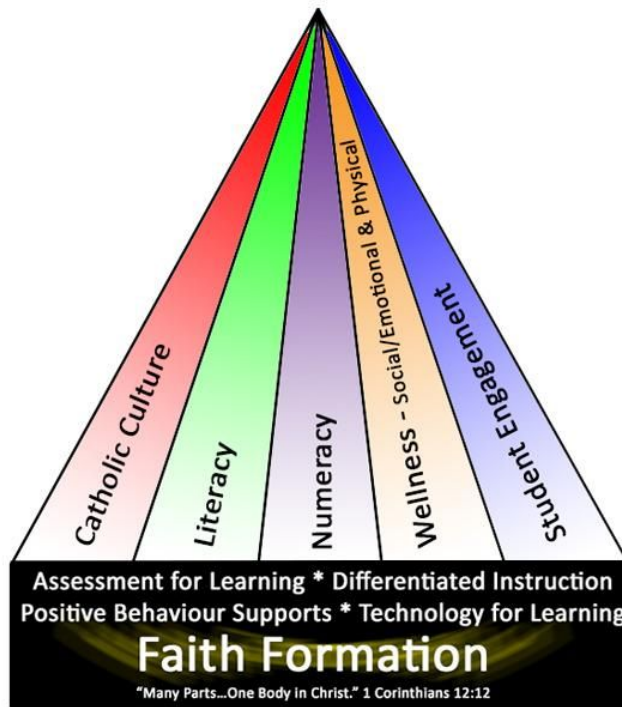
At Elk Island Catholic Schools (EICS), our mission is to develop educational opportunities in the context of Gospel values, where students' gifts and talents are celebrated and nurtured through lifelong spiritual and personal experiences. Through the efforts of our caring and dedicated parents and staff, our students are provided with a faith-based learning environment where they are safe and supported as they strive toward excellence in academics, athletics, fine arts and spiritual growth and development.

EICS is a place for students to grow and discover who they are and where they want to go in life. From Kindergarten through Grade 12, education is the activity that opens doors to the future.

Elk Island Catholic Schools will ensure Success for all Students District Education Plan Priorities

1. Elk Island Catholic Schools will enhance the Faith Formation of its students
 - Sacramental Preparation
 - Celebrations
 - Faith Permeated Instruction
2. Elk Island Catholic Schools will provide Quality Learning Environments
 - Collaborative Response Model
 - Technology Integration
 - Literacy and Numeracy
 - Effective Teaching Practices
 - Effective Assessment Practices
3. Elk Island Catholic Schools will provide Engaging and Diverse Program Offerings
 - Innovative and authentic educational opportunities
 - Student Health and Wellness
 - High School Transition

Pyramid of Supports



Communicating Student Learning

Report cards are only one piece of the communication system. It is a summary document that communicates student achievement that should have already been shared in some way. ***There should be no surprises for the student or parent.*** Alternate forms of communication may include:

- Feedback on student work
- Evidence of student learning
- Three-way conferences
- Phone calls
- Emails
- Meetings
- Notes in agendas
- Student reflections
- Meet the Teacher Night
- Celebration of Learning

The Comprehensive Reporting System of Elk Island Catholic Schools, as indicated in ***Administrative Procedure 360***, shall include:

- *Communication of student learning in relation to the Alberta Program of Studies Learning Outcomes;*
- *Communication of student performance in relation to citizenship and social responsibility expectations;*

- *On-going communication between home and the school (e.g. phone calls, emails, agendas)*
- *The provision of regular and timely access to information about student achievement, which could include on-line access where applicable; multiple opportunities for learning conferences with students, parents and teachers, interim reports, evidence of student learning;*
- *Report Cards.*

Reporting Periods

- September 2016 – January 2017
- February 2017 – June 2017

Report Cards Issued

Report cards are written records of ***student performance on curriculum outcomes*** over a period of time. These will be sent home on:

- January 2017
- June 2017

Evidence of Learning

Evidence of learning is a ***visual and/or oral history of student's learning*** over time. Evidence of Learning and progress will be communicated to parents on a timely and ongoing basis. The process used to share Evidence of Learning at each school site must meet the following criteria:

- connected to student learning outcomes
- initiate conversations between the school and home,
- student centered (students articulate their learning)
- demonstrates student growth over time (strengths, areas of growth, and next steps).
- Evidence of learning will be formally communicated prior to our October and March parent-student-teacher conferences:

All teachers in grades 1-3 will communicate evidence of learning using the follow strategy:

Teachers in grades 4-6 will send evidence of learning home with the students on a regular basis, and parents will be notified in the agenda that the work is coming home. Teacher may use Freshgrade as an additional option. In teacher's introductory letter, it will be stated how evidence will be communicated.

Three-way Conferences

An opportunity for the ***student, parent and teacher to engage in conversations*** around the strengths, area of growth and next steps of the student. These three-way conferences will occur on:

- November 2 & 3 2016
- March 22 & 23 2017

Individual Support Plans (ISP)

All students with a diagnosis of a disability or disorder shall have an ISP.

1. Supporting documentation for the student's diagnosis is available in his/her student portfolio on DocuShare.
2. Completion of the ISP is the responsibility of the classroom teacher and is a collaborative process between all members of the student's Learning Support team.
3. Parental input is ongoing, teachers invite parents to participate in the ISP process but granting them access to the ISP document through PowerSchool.
4. ISPs are submitted to the Principal in early October for approval, once acknowledged by the principal contributing members also acknowledge the ISP by October 31. Reviews align with the reporting periods. The ISPs will include all accommodations, modifications, and strategies for the student.







English as a Second Language (ESL)

ESL benchmarks are completed by the classroom teacher and are entered into PowerSchool. Proficiency Benchmarks are shared with parents during scheduled conferences in November and March. Specific language learning feedback is also provided through formative and summative assessments.

Non-Achievement Factors

Teacher's professional judgment and rubrics will be used to assess *student effort, participation, attitude and other behaviours*. Non-achievement factors are not be a part of the student grade.

Growth as a Learner

Homeroom	Brian Wynder
Growth as a Learner Attributes	Level of Frequency
	 Consistently  Shows Progress  Requires Growth
An Engaged Thinker looks like	 Consistently
<ul style="list-style-type: none">• Listens with purpose• Remains focused and organized• Flexible and adapts to change• Reflects on their learning• Seeks clarification when in doubt	
An Ethical Citizen looks like	 Shows Progress
<ul style="list-style-type: none">• Respects the rights of others• Makes responsible choices• Engages in collaboration	
An Entrepreneurial Spirit looks like	 Shows Progress
<ul style="list-style-type: none">• Takes responsibility for personal goals• Is willing to take risks• Perseveres when faced with a challenge	
An Evangelizer looks like	 Requires Growth
<ul style="list-style-type: none">• Imparts God's teachings through respect, empathy and compassion for others• Models and acts on God's love within our Catholic Community	

Achievement Factors

Achievement factors are based on student's *demonstration of attitudes, skills and knowledge* relative to grade level learner outcomes in the Alberta Program of Studies or in Individualized Program Plans (IPPs).

Levels of Achievement

Kindergarten

Evidence of student learning is collected through a variety of assessments within a Kindergarten classroom.

- Assessment is an ongoing part of each child's daily learning.
- Opportunities are created for children to demonstrate their understandings in a variety of ways.
- Assessment is used to provide feedback to the child and parents and to plan the learning environment.

- When assessment criteria is shared with children they will be more likely to be successful and complete the task (Alberta Education, *Kindergarten Program Statement*, 2008).

Elementary Years

Levels of Achievement

Elementary Years

THE LEVELS OF ACHIEVEMENT INDICATES A STUDENT'S DEMONSTRATION OF ATTITUDES, SKILLS AND KNOWLEDGE RELATIVE TO GRADE LEVEL OUTCOMES AS INDICATED IN THE ALBERTA PROGRAM OF STUDIES AT THAT TIME OF THE REPORT CARD.

Evidence of student learning is collected through a variety of assessments including formal and informal conversations, observations and products (e.g. tests, performance tasks.)

Academic Levels of Achievement			
3	<ul style="list-style-type: none"> • Effectively applies learning to new situations • Demonstrates an in-depth understanding of the learning outcomes outlined in the Alberta Program of Studies • Uses skills and knowledge independently 	Exemplary Consistently	Meeting Grade Level Expectations
3	<ul style="list-style-type: none"> • Effectively applies learning to familiar situations • Demonstrates a solid understanding of the learning outcomes outlined in the Alberta Program of Studies • Uses skills and knowledge with little support 	Proficient Usually	
2	<ul style="list-style-type: none"> • Applies learning to simplistic situations • Demonstrates a basic understanding of the learning outcomes outlined in the Alberta Program of Studies • Uses skills and knowledge with moderate support 	Progressing Sometimes	
1	<ul style="list-style-type: none"> • Demonstrates a limited or incomplete understanding of the learning outcomes outlined in the Alberta Program of Studies • Consistently requires guidance and support 	Beginning	Not Yet Meeting Grade Level Expectations
Insufficient Data <ul style="list-style-type: none"> • The student has recently arrived at the school or been away on an extended absence. • The student has not yet demonstrated enough evidence for reporting purposes 			

Adapted from: O'Connor, K. (2011). *A repair kit for grading; 15 fixes for broken grades*. Pearson Education Inc. Boston: MA

Student Grading

Creating quality learning environments that empower ***students to know where they are, where they need to go, and how they are going to get there*** is a focus within all Elk Island Catholic Schools. The reporting of student achievement will be based upon the learning outcomes in the Alberta Program of Studies.

- ***Formative Assessments***
 - Formative assessment occurs daily to monitor student learning
 - Share learning targets regularly to develop a common understanding
 - Give and receive timely descriptive feedback about student learning. It should focus on what a student can do, clearly identifying both strengths and areas of difficulty.
 - Involve students in their own assessment (e.g. self/peer)
 - Should be an ongoing process
 - Use assessment to inform instruction (e.g. Goal setting, self-reflection, next steps)
 - Teachers should provide sufficient formative opportunities prior to summative assessment.
- ***Summative Assessments***
 - Summative assessment occurs at or near the end of a period of learning, and may be used to inform further instruction.
 - Assessment must be based on the most recent demonstration of student learning.
 - Effort, participation, attitude and other behaviours, that may not be curriculum based, must be reported separately from academic achievement.
 - Student participation in group may only be assessed individually.
 - Teachers will obtain assessment information through a variety of means.

Triangulation of Evidence may include:

 - ***Observations (Anecdotal Evidence)*** (e.g. dramatization, group work, lab procedures, performance)
 - ***Conversations (Anecdotal Evidence)***(e.g. questioning, conferencing, group work, class discussions, self/peer assessment, journaling)
 - ***Products*** (e.g. exams, quizzes, authentic learning tasks)
- Based upon the ***teacher's professional judgment*** students may be provided the opportunity to have a second chance at a summative assessment, with ***sufficient time for learning opportunities*** between assessments (Semester/Year End Final exams are exempt from second chances).
- Learning opportunities between assessments may look like:
 - *Small group intervention*
 - *Differentiated instruction*

- o *Teacher modelling*
- o *Opportunities for extra practice*

Second assessments will be granted in rare situations upon teacher's professional judgement.

- Students need the opportunity to demonstrate their learning in performance based assessments.

Missing or Incomplete Student Work

The primary purpose of student assessment and evaluation is to ***support student learning*** and to have all students improve their performance. The following process will be followed in the case of missing or incomplete student work:

- Teacher will communicate with the student/parent to determine how best to have the work completed
- Opportunities will be given in a variety of ways depending on the circumstance on how to best help the student achieve the learning outcome.
- Tasks may vary from what was completed in class.

Students will complete the work at recess or at home.

Homework

Homework is the extension of classroom learning. Homework allows students the opportunity to practice strategies that will assist in achieving the learning outcomes as outlined in the Alberta Program of Studies.

- o Preparation for projects
- o Daily reading / Daily math practice
- o Home support should be for the purpose of practice and repetition
- o Homework should have little or no part of the grade

Homework is practice of a recently learned concept, or extra practice for a student who may be struggling with a concept. All students are expected to complete daily home reading.

Course Outlines

Teachers will share learner expectations (curriculum standards), outcomes and assessment methods with parents and students on an on-going basis throughout the year. This may include:

- o Classroom newsletters
- o Meet the teacher night

- o 3-way conferences
- o Blogs and websites
- o Evidence of learning

Parents can find curriculum standards on the Alberta Education website. For more information: Alberta Education's My Child's Learning: A Parent Resource

<http://www.learnalberta.ca/content/mychildslearning/>

Large Scale Testing (SLAs, PATS, DIPS)

1. Student Learning Assessments (SLAs) – administered during the fall in grade 3.
2. Provincial Achievement Tests (PATS) measure how well students are learning what they are expect to learn. See [Administration Schedules](#) set by Alberta Learning for grade 6. The raw score of the Math, Social, Science and Language Arts Part B PATs will be shared with parents at the end of June.
3. CAT4 (Canadian Achievement Test) administered in the spring to grades 4.
4. Fountas and Pinnell Assessment – administered in Grades 1 – 6.

School Collaborative Response Model will be used to support student learning

- On-going Assessments
- Collaborative Team Meetings
- Pyramid of Supports

References

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