

Assessment Policy – Rights, Responsibilities, and Respect



	Administrators & IB Coordinators	Teachers, Staff & Instructional Coaches	Scholars	Parents/Guardians
Have the Right	<ul style="list-style-type: none"> To understand the content that is being assessed; the criteria for success; and the method by which assessments will be made 	<ul style="list-style-type: none"> To understand the content that is being assessed; the criteria for success; and the method by which the assessment will be made To set a cut- off date for taking late assignments based on the district's 10 day policy 	<ul style="list-style-type: none"> To understand what content is being assessed; the criteria for success; and the method by which the assessment will be made To preview summative assessments, criteria descriptors, and rubrics at the beginning of each unit To be given an exemplar 	<ul style="list-style-type: none"> To understand what content is being assessed; the criteria for success; and the method by which the assessment will be made To utilize district resources (such as Parent Connect and teacher websites) to review and monitor their child's academic progress and assignments
Have a Responsibility	<ul style="list-style-type: none"> To ensure that content area teachers are equipped with the needed resources to deliver meaningful and effective assessments To offer supplemental support to teachers, scholars, and parents throughout the entire assessment process To enforce all aspects of the assessment policy To enforce that the same content and assessments are being used across each content area at each year 	<ul style="list-style-type: none"> To preview assessment criteria, descriptors, and rubrics at the beginning of each unit with scholars To provide an exemplar or model the desired assessment outcome To ensure that assessments are aligned with learning targets and common core standards To provide meaningful, immediate feedback to scholars To update Managebac and/or PowerTeacher in a timely manner To communicate with parents regarding scholar performance To accept late assignments: <ul style="list-style-type: none"> o If there are no absences, within 10 school days from the original due date o If an absence for any reason exists, within 10 school days from the date of return to school o For the fourth marking period only, by the 2nd Friday in June at the absolute latest 	<ul style="list-style-type: none"> To complete assigned classwork and homework (both formative and summative) To participate in meaningful class discussions and activities To monitor their own academic performance To seek, obtain, and make up any work due to absence within 10 school days from the return date from the absence and to communicate proactively with teachers regarding missed work of any type To submit all outstanding work for the fourth marking period by the 2nd Friday in June 	<ul style="list-style-type: none"> To oversee the completion of assigned classwork and homework (both formative and summative) To monitor the overall academic performance of their children To make an effort to attend and communicate with school officials via school events and resources (Open House, Parent/Teacher conferences, phone calls, email, report cards, etc.) To utilize Parent Connect, teacher websites, and district resources to review their child's academic progress and assignments

Assessment Policy – Rights, Responsibilities, and Respect

Will Respect	<ul style="list-style-type: none">• The professional judgment of all teachers and staff members• Scholar efforts to reach the highest level of academic achievement	<ul style="list-style-type: none">• Scholar efforts to reach the highest level of academic achievement• Scholar requests to revise, redo, improve, classwork and/or assessments	<ul style="list-style-type: none">• The professional judgment of all teachers and staff members• The concept of academic honesty – that all work submitted is a true representation of their own effort and ability	<ul style="list-style-type: none">• The professional judgment of all teachers and staff members• The concept of academic honesty – and encourage their child to submit work that is a true representation of their own effort and ability
---------------------	--	--	--	--