ANNUNCIATION
CATHOLIC SCHOOL

Annunciation Catholic School Assessment Policy

Philosophy of Assessment
We believe that assessment supports and encourages effective teaching and learning. Assessment also promotes student growth and helps to determine a learner's level of understanding. Assessment provides opportunities for students to demonstrate the essential elements of learning (including the process and the product), and gives our students and community opportunities to celebrate learning.

Purpose of Assessment
- To include students as active participants in the learning process
- To guide instruction
- To provide information that can be communicated with students and families
- To provide evidence of learning, growth, and development
- An opportunity to reflect on and celebrate learning

Principles of Assessment
- Assessment is key to planning, teaching, and learning
- Assessment is an opportunity to celebrate students' progress and learning and to help guide them through the five essential elements of learning (knowledge, concepts, skills, attitudes, action)
- Reflect on the international-mindedness of the program by allowing assessments to be set in a variety of cultural and linguistic contexts
- Criteria are known and understood in advance
- There is a balance between types of assessments
- There are opportunities for both peer and self-assessment
- There are opportunities for students to reflect on their own learning
- Teachers pre-assess students' knowledge and experience
- Teachers provide students with feedback for future learning
- Involves collaboration between students and teachers
- Reporting to parents is meaningful
- Identifies what is worth knowing
- Allows students to demonstrate learning in multiple formats
- Teachers utilize a variety of assessment strategies and tools to meet the needs of diverse learners for both formative and summative purposes

Assessment Practices
Assessing – how we discover what students have learned
Recording – how we note our findings about what students have learned

Reporting – how we communicate what students have learned

Types of Assessment
- Diagnostic/pre-assessment
- Formative Assessment
- Summative Assessment
- Assessment of the Essential Elements of the PYP
- 5th Grade Exhibition
- Middle School Academic Showcase- revisit in 2022-23
- Standardized Assessment (NWEA-MAP testing K-8 Math and Literacy, AIMS literacy K-3)

Schedule of Standardized Assessments

Measure of Academic Progress (MAP or NWEA): Norm-based math and reading national test.	**K-8**	**Fall (Oct.)** **Winter (Jan.)** **Spring (April-May)**
Fountas and Pinnell: Teacher administered comprehensive reading assessment that assesses ability to fluently read a leveled passage and answer comprehension questions.	**K-5**	**Fall (Sept-Oct)** **Winter (March)** **As Needed**
AIMsWeb: Administered by classroom and reading intervention teachers, assesses ability to identify letters and letter sounds in K-1 and reading fluency in 1st-3rd.	**K-3**	**Fall** **Winter** **Spring** **Bi-weekly progress monitoring for identified students**

What is Assessed?
- Understanding of concepts
- Acquisition of knowledge
- Growth in learning
- Mastery of skills
- Development and demonstration of the approaches to learning
- Student progress and performance in the following subject areas: Language Arts; Mathematics; Social Studies; Science; Religion; Creative Arts; PSPE; and Language B (Spanish)
- A self-assessment of the Approaches to Learning (K-5))

Our Assessment Strategies
Teachers use a variety of assessment tools to record and document evidence of student progress including: rubrics, checklists, records, continuums, projects, creative performances, task performances, tests/quizzes, journals, participation, student reflections, photos, and narratives.

How is assessment information reported/shared with parents?

Written:
- Sycamore-grade reports
  - Daily assignments/assessments (Middle School)
  - Report cards
- SeeSaw (grades K-5)
  -student reflection on the Learner Profile (twice a year)
  -Unit of Inquiry student reflections (sent home after each unit of inquiry and/or added to the portfolio (K-5)).

Conferences: Parent-teacher-student conferences (twice a year), email and/or phone calls.

Portfolios (K-5): Annunciation uses the online digital portfolio system, Seesaw, to store and share student portfolios. Each student's portfolio is a purposeful collection that includes evidence of growth, thinking, creativity and reflection. Evidence is demonstrated through a variety of mediums (video, writing, art, audio and print). Portfolios include evidence selected by the student and the teacher from each unit of inquiry. The portfolio also includes field trip reflections, learner profile self-assessments (two per year) and multiple writing samples.

School Community Rights and Responsibilities:

	Rights	Responsibilities
Teachers/Staff	-Have agency in assessment while following guidelines of the policy	-Use information to guide teaching and learning
Students	-May ask questions to clarify -Have access to grades and portfolio	-Use information to set goals and reflect upon their learning
Parents/ Guardians	-May ask questions to clarify -Have access to Sycamore grades, Seesaw portfolio, and standardized test scores	-Use information to understand their child's progress
Administrators	-Have access to assessment data	-Use information to report to state -Keep student files confidential and secure

Review of Assessment Agreements:
Our staff will review the assessment policy as needed, especially at times where there may be changes in our assessment practices.

During our PYP self-study and evaluation (once every five years), a committee will be formed to review all the areas of the assessment policy. The purpose of this committee will be to review the current assessment policy, revise the policy as needed, and plan how to communicate our assessment policy to the staff.

May 17, 2017 - Drafted by K-8 Staff, Annunciation Catholic School
November 14, 2017 - Reflection/Update - PYP Staff and PLT

April 2018 - PYP Staff
January 8, 2020 - Updated by Annunciation Staff members - committee
Spring 2022-Reviewed by committee and edited, shared with PYP staff