

District Laurel School Bush

COUNCIL POLICY TYPE (Check One)

- By-Laws (Council Operational Policies)
 Function (School Operational Policies)

POLICY NUMBER

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POLICY TOPIC DESCRIPTION

Assessment and Monitoring Policy

POLICY STATEMENT

The faculty and principal of Bush shall implement and align Bush Elementary's Assessment and Monitoring Policy with Laurel County Board of Education and the Kentucky's Performance Standards for Novice, Apprentice, Proficient, and Distinguished performance.

Use of Demonstration Activities

In each class, in each nine-week period, students shall complete a minimum of two on-going assessment activities to demonstrate their learning progress. Assessment activities shall:

1. Be frequent, valid, and provide a variety of opportunities for teachers and students to ensure continuous success.
2. Be valid and appropriate demonstrations of what students should know and be able to do.
3. Use clearly defined scoring guides or rubrics that are shared with students prior to the assessment.
4. Provide meaningful feedback to students through conferencing and modeling, so that they can strengthen their performance.
5. Include opportunities for student to engage in self-reflection.
6. Include opportunities for student to choose among a variety of ways they can demonstrate learning, including options appropriate to preferred learning styles and multiple intelligences.
7. Be supported by examples of student work, or teacher-developed samples that clarify tasks and show distinctions between the levels of performance and rubrics are developed for each task.

Each teacher shall write his or her demonstration activities and include them in a file to share with other teachers during monthly work analysis sessions. Folders of open-ended response questions will be maintained.

Evaluation of Performance Levels

At the end of each nine-week grading period, based on the ongoing assessments and observations, each teacher shall make a judgment on each student's performance level in each taught subject. Primary teachers will use the KELP document and performance descriptors. The intermediate grades (4th and

5th) will use the state's definitions of novice, apprentice, proficient, and distinguished, and the Laurel County Grading Scale.

Reporting the Performance Levels

Each teacher will maintain a Student File that will include each student's name, demographic information, and samples of performance levels over time. Teachers shall review the Student File to help each student make further progress. The Student File will be a confidential record available only to staff members with responsibility for the students involved. Throughout the year, Bush staff will check for progress related to Kentucky Core Content Standards by examining work analysis, student records, and all relevant class assessments. Teachers will report to parents each grading period via progress reports, conferences, and written communication as needed. The council will receive CATS data and Terra Nova testing data yearly to examine whether or not Bush students as a whole are or are not making progress.

Connection to State Expectations

The principal and teachers will compare each student's individual CATS/Terra Nova report from the previous year, with Student File of classroom assessment results.

Evaluation of Policy

By completing the Comprehensive school Improvement Planning process, Implementation and Impact Checks, Data Disaggregation, and Needs Assessments, we will be able to recognize changes that are needed to achieve success for all students.

Assessment Strategies and Techniques

These strategies and techniques address the use of authentic assessment. Strategies and techniques are used in each classroom. Assessments may include, but are not limited to:

- Experiments/Hands-on activities
- Visual/Mental notes
- STAR testing
- Weekly – Reading Comprehension/Vocabulary and Spelling Test
- Placement Test
- Unit Assessment
- Sight Word Recognition
- Homework contracts
- Pretest/Posttest
- Teacher Observation
- Principal Observation/Monitoring
- Skill Sheets
- Graphic Organizers/Rubrics
- Performance Assessments
- A.R. Tests
- OER questions
- Literacy First Fluency Testing
- Compass Testing

Date Adopted (Currently Being Revised)

Signature Mary Ann Robbins
Council Chairperson