

Ortiz Middle School Assessment Policy

Philosophy

The vision of Ortiz Middle School is that “Ortiz graduates are internationally minded people who, recognizing their common humanity and shared guardianship of the planet, help to create a better and more peaceful world.” With that goal in mind, formative and summative assessments and the gathering and analyzing of data will provide valuable information regarding student progress toward reaching their learning goals.

Ortiz administrators and teachers are committed to the use of assessments to drive instruction, and believe that

- All students can learn
- Assessments provide valuable information regarding student progress toward learning goals
- Assessments should be varied (formative, summative, open-ended, project-based, performance tasks) to show potential
- Assessments should allow administrators, teachers, students, and parents to see evidence of learning.

Purpose of Assessments

Assessments are indicators of learning and should be used consistently to encourage student learning, provide feedback, and measure achievement. They are connected to the IB learner profile attributes of being knowledgeable, thinkers, and inquirers. Assessments provide data that can be used to guide instruction, provide students the opportunity to reflect on their learning, and as evidence of student progress toward learning goals. They also inform all stakeholders – parents, teachers, administrators, and community members with information to support student learning.

Types of Assessments

Assessments come in various forms. Formative assessments are used on a daily basis in the classroom as a check of student progress. These assessments, which range from verbal or non-verbal quick-checks to exit tickets, provide information to teachers about how to adjust the lesson as the unit progresses. Summative assessments are administered at the end of a unit or concept and used to evaluate mastery. Various summative assessments are used, including but not limited to presentations, portfolios, performance tasks, and written exams.

In addition to campus formative and summative assessments, students may take district snapshot assessments, state-mandated STAAR tests, and end-of-course exams.

Grading Policy

Teachers are required to take a minimum of two grades per week. The grades will be entered into the online grading system, GradeSpeed, as required by district policy and procedures. Progress Reports and Report Cards are generated and distributed in the middle and end of each grading cycle, respectively. Parents can register for the online service Parent Student Connect, which provides information on attendance, class schedules, assignments, progress reports, and report cards.

The IB rubrics for each subject group will also be used on performance assessments/tasks to provide feedback on student progress toward meeting the IB objectives. Teachers will communicate with students and parents regarding their level of mastery on the IB rubrics in a timely manner. Rubrics will be used throughout the year to ensure that all subject group objectives are assessed at least twice each school year.

Student Responsibilities

- Successfully complete all formative, summative, standardized, and end-of-course assessments
- Strive to achieve the characteristics described on the IB Learner Profile
- Develop study skills and time management skills to reach highest potential as a life-long learner
- Assume responsibility for learning by being prepared for class on a daily basis, productive and participative in class, proactive in seeking help, and reflective in monitoring progress and identifying strengths and areas for growth.
- Understand and adhere to the Ortiz Middle School Academic Honesty Policy.

Parent Responsibilities

- Monitor student progress on the Parent Student Connect online service
- Engage students in conversations about school assignments and assessments to show support and encourage student achievement
- Contact the teacher if questions or concerns arise so that the teacher can address the issue in a timely manner
- Attend parent meetings/school events to keep information and involved in school events/activities.

Teacher Responsibilities

- Work collaboratively with content team and use backwards-planning to create assessments
- Use a variety of instructional and assessment strategies to differentiate instruction
- Provide timely feedback on student assignments and assessments
- Utilize the online assessment tools available (EdPlan and ScribeSense) for written assessments
- Analyze assessment data to identify patterns of student performance and areas of strength and need.
- Provide documented opportunities for re-teaching content areas of need as indicated by data.
- Communicate with students and parents frequently regarding student progress

Connection to Other Policies

- Academic Honesty Policy – Students will adhere to the Ortiz Middle School Academic Honesty Policy in all assignments and assessments. Students will sign an academic honesty statement in all content-area classes.
- Language Policy – Student language needs will be considered when creating and implementing assessments. All language modifications/accommodations will be followed according to each student's LEP requirements, as specified by the LPAC committee and district/state requirements.

- Inclusion Policy – Assessments will follow all requirements outlined by the student’s IEP or 504 plan, following all district/state requirements.

This policy will be reviewed with all teachers and staff at the beginning of each school year, and will be reviewed annually.