

School District of Hortonville

Title: Student Assessment

Date Adopted: 8/12/02

Policy No. 5072

Date Revised:

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Policy Statement:

It is the policy of HASD (Hortonville Area School District) to assess academic performance in the areas of literacy, math, science and social studies of all students in accordance with the schedule given per the "Implementation" paragraph included in this policy.

The purpose of the student assessment shall be to provide data for the following three-fold purposes:

- ♦ Diagnostic – review of student needs on an individual or group basis;
- ♦ Achievement – measuring the degree to which an individual or group has acquired established learning objectives or standards;
- ♦ Instructional – review of strengths and weaknesses of instructional programming.

Information provided by the assessment shall be reviewed annually by a team of faculty, administration and Board members under the direction of the District Testing Coordinator who will report results and make recommendations as necessary for continuous improvement to the Board relative to curriculum, process, or both. The assessment data may also be used to determine long term strategies for continuous educational improvement.

The instruments used to assess students must be reviewed and approved by the Board of Education prior to utilization.

Rationale:

The HASD is striving to become a "Data Driven Decision Making" organization and as such requires a process for obtaining meaningful and accurate information. Student assessment is a key input in the decision-making process so that academic improvements for all students can be made at a minimum cost and minimum risk. Annual review and approval of the instruments used and the data collected shall assist the Board and Administration to achieve that goal.

Scope: All students K-12

Responsibility: District Administrator and District Testing Coordinator

Implementation:

1. Test selection: Every four years, the District Testing Coordinator will assist a committee of Instructional Staff from all grade levels, individual members of the Board of Education and Administrative Team to review the testing program currently in place and recommend changes as necessary. The District Testing Coordinator will follow the same procedures as outlined in Policy #7004 Curriculum Development/Approval/Evaluation Process for implementing any changes in the Student Assessment Program.

President _____ Date _____

Clerk _____ Date _____

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Implementation:

2. The District Testing Coordinator will order all materials and consult with all Building Administrators in designating testing times coordinating other arrangements.
3. Scoring information from these tests will be assembled and distributed to Building Administrators and the Board of Education by the District Testing Coordinator.
- 4.. At a minimum, the following grades will be assessed each year:
 - Grades 1 and 2 during the spring semester
 - Grades 3 through 8 during the fall semester
 - Grade 10 during the fall semester
 - Graduation
 - State and federal mandated tests as specified by those requirements
5. The District Test Coordinator, along with representatives from the Instructional Staff for each grade level, administrators and Board members will review the assessment data and recommend changes as necessary to the instructional program to be Superintendent and Board of Education annually. Recommended changes would be implemented via Policy #7004 Curriculum Development/Approval/Evaluation Process including the student assessment program.
6. The District Testing Coordinator will order all materials and consult with all Building Administrators in planning testing schedules and locations.
7. Assessment data will be assembled and distributed to Building Administrators, Director of Curriculum, Superintendent and Board of Education during the September of each year.
8. Any changes in testing instruments and timing for each grade level (if any) will be approved by the Board of Education in October so that the changes can be in place for the following spring testing.

Associated Information:

Policy #7004 Curriculum Development/Approval/Evaluation Process

Policy #5030.1 Graduation Requirements 2000

Policy #5073 Grade Promotion and High School Graduation