

Administrative Procedure 361

USE AND REPORTING OF RESULTS OF PROVINCIAL ASSESSMENTS

Background

The Division and the schools within the Division are responsible for ensuring that the highest possible quality of education is provided for students. Provincial assessments provide a common measure of achievement for students in the school, Division and province. It is axiomatic that many factors contribute to student achievement and that time limited, paper and pencil tests cannot measure some important learning outcomes. Hence, the analysis, interpretation, use and communication of the results of provincial assessments need to take into account these factors.

The Division will use and report the results of provincial assessments in conjunction with other local factors of student achievement for the purposes of determining:

- Degree that student achievement is meeting local and provincial standards;
- Areas of strength, areas needing improvement; and
- Progress toward meeting improvement goals.

Procedures

1. The Division will, in collaboration with the school community, use the results of provincial assessments in conjunction with other performance measures to plan improvements in performance in the Division.
2. The Division will report annually to the parents and the taxpayers in the Division the results of the provincial assessments in the Division including other performance measures, the local context, and any limitations thereof and degree of achievement of the improvement plan.
3. The principal and teachers, in collaboration with parents and the school community, shall use the results on provincial assessments in conjunction with other performance measures to plan improvements in the performance of the students.
4. The principal will report annually to the parents, School Council, and the school community the school's results on provincial assessments including other performance measures, the local context, and the limitations of the assessments.
5. The Superintendent and principal shall provide any available additional aggregated information on provincial, Division, or school results when requested by parents and/or members of the public.
6. In order to ensure the privacy of an individual student, results on provincial assessments for individual students and for groups of students of fewer than five (5) shall not be publicly released.

7. Results from provincial assessments shall not be used as the sole basis for evaluating student performance.
8. Local goals, context, and plans are to be taken into account when comparisons are made against provincial standards and results.
9. Statistical tests of significance provided by the province are to be used to determine if differences between provincial standards and local results are educationally significant.
10. The principal is to use the results of provincial assessments as part of a continuous improvement plan contained in the school's educational plan.
11. Teachers are to use the results of provincial assessments to develop an improvement plan for their classroom.
12. The Superintendent and principal may levy a charge for time and materials requested by parents and members of the public for unpublished aggregated information on provincial, Division, and school results.
13. The annual reports by the Board and school shall be made available to their respective stakeholders by November 30.

Reference: Section 12, 18, 20, 22, 23, 39, 60, 61, 113, School Act
Ministerial Order 016/97 – Teaching Quality Standard
Practice Review of Teachers Regulation 4/99
Student Record Regulation 71/99
Student Evaluation Regulation 169/98
Student Evaluation Policy 2.1.2
Use and Reporting of Results on Provincial Assessments Policy 2.1.3