

Assessment - Demonstration of Learning – Course Recovery Week

June 9th – 13th, 2025

Each period will be assigned a two-hour assessment/demonstration of learning window. Morning assessments/demonstrations will begin at 8:30am and conclude at 10:30am. Students are asked to show up for their assessment/demonstration on time and return their textbook before the assessment begins. **Students may leave at 10:00 am for morning assessments if they are finished; however, students must go directly to the cafeteria or leave the school. Students who leave early may not return to their lockers or frequent any other part of the school until examinations are concluded.**

ATTENDANCE

It is the student's responsibility to observe the assessment schedule and be present for all assessments. Non-attendance for a compulsory assessment/demonstration can result in incomplete course credit. ***Please notify the office of students who are absent from an assessment immediately after the commencement of the exam.***

NOTE:

1. Students who do not have assessments/demonstrations on a particular day are encouraged not to attend unless they have an appointment for remediation or course recovery with a teacher.
2. Students may leave the building for the day after the assessment is completed.
3. Students who stay for the full day will be asked to go to the Learning Commons Study Hall during the afternoon.

ILLNESS

Absence due to illness must be supported by a doctor's note.

CHEATING

When it has been determined that a student has cheated on a final assessment/demonstration, the student will be assigned an incomplete (INC) in power school and potentially on the transcript or report card as a final evaluation in the course.

TEACHER RESPONSIBILITY

Teachers are asked to adhere to the assessment schedule unless approval has been obtained from the office. Depending on their course, teachers determine whether traditional exams, alternative assessments, interviews, demonstrations, or projects are the best form of final assessment for class and/or individual students.

Teachers are not to release any exam/demonstration marks to students until decisions have been made about final marks for courses.

Teachers with students who are not required to complete a final assessment during the assessment time but who are still not successful in the course should be attending that assigned time for outcome recovery/remediation in addition to any determined time on available days. These students will follow the exam/assessment time frames.

ASSESSMENT INVIGILATION PROTOCOLS:

- 1) Cell phones are to be deposited at the front of the class before the assessment (unless required for assessment).
- 2) Rearrange seating to maximize space between students/groups.
- 3) Book bags, purses etc. should be left at the front of the classroom or in lockers.
- 4) Desk should be clear of any unnecessary items
- 5) Circulate through the room during the assessment. Do not leave the class unsupervised. Relief teachers will be circulating to provide brief breaks as needed.
- 6) As a “Universal Accommodation” students can request double the time for the assessment. (Assessments are designed to be 90 minutes so they can have up to 3 hours).
- 7) Upon dismissal of students instruct them to leave the classroom area quickly and quietly. The learning commons/cafeteria are designated spots for students who do not leave the school upon the completion of their assessment.
- 8) Ensure that students return all assessment materials completed before leaving.
- 9) Students should only be permitted to leave the class during the assessment in an absolute emergency. Suggest students use the washroom or get a drink before starting the assessment.

BEST PRACTICE:

The following are examples of best-practice assessments:

- Portfolios
- Demonstration of Skill
- Multi-Genre
- Oral Defense
- Multi-Media Presentations
- Testing only specific strands/outcomes that require further evidence
- Papers (eg. reflective paper, literary essay, research paper, compare and contrast, application, synthesis)
- Interviews
- Practical Lab Based Evaluation
- Socratic Seminar
- Hybrid written evaluation and skill demonstration
- Final projects

June 2025 Assessment Week Schedule:

| <u>Date</u> | <u>Period</u> | <u>Start Time</u> |
|---|---|--------------------------|
| Monday, June 9 th , 2025 | <u>1</u> | 8:30 |
| Tuesday, June 10 th , 2025 | <u>2</u> | 8:30 |
| Wednesday, June 11 th , 2025 | <u>3</u> | 8:30 |
| Thursday, June 12 th , 2025 | <u>4</u> | 8:30 |
| Friday, June 13 th , 2025 | <u>5</u> | 8:30 |
| | *afternoons are reserved teacher marking, and for students who need to make up an assessment or for course recovery <u>arranged by the teacher.</u> | |