



School Assessment Plan 2024-2025

Grade 10 to Grade 12

September 2024

W.P. Wagner

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Updated: September 20, 2024

School Assessment Plan 2024–2025, Grade 10 to Grade 12

At Edmonton Public Schools, we're committed to enhancing pathways for student success. One of the ways we help enhance pathways for student success is by improving the way we assess and evaluate what students learn. We also want to improve how we report back to you about how your child is doing at school.

This guide will help you understand:

- responsibilities of staff, students and parents/guardians.
- how we will tell you about your child's progress and learning.
- how we assign grades/marks to your child.
- how your child is assessed.
- the steps we take if your child's work is missing or not finished.

What is assessment?

In this plan, we use the term assessment to describe the process of determining what students have learned, and how well they have learned it. Assessment is not just about tests and grades.

Assessment means gathering information about what your child knows, understands and is able to do based on the Alberta Programs of Study (curriculum) or their Individualized Program Plan (IPP). Teachers cannot base percentage marks on your child's behaviour, effort and work habits unless those behaviours are outlined in the Alberta Programs of Study for a specific subject.

Teachers can collect evidence of your child's learning in many different ways. Conversations, observations and student work are just some of the ways teachers determine students' strengths and where they might need extra help. These activities—conversations, observations and the products students create—help teachers shape their lesson plans. They guide *how* they can help every student meet their learning goals. The activities also help inform the teacher's understanding when making decisions about grade level of programming, course recommendations or grades/marks. The collection of a variety of evidence allows teachers to give you a clear and accurate picture of your child's progress in school.

How to support your child's learning

As a parent or guardian, you are your child's first teacher. So, understanding how your child is doing in school is important. Read this guide, and contact the school or make an appointment to see your child's teacher or principal if you have any questions.

Supporting Student Success

We all have a role to play in helping your child be successful.

You can support your child's learning by:

- working in partnership with school staff.
- providing a quiet place for your child to study at home.
- staying informed and keeping in touch with school staff. This includes reading information from SchoolZone, newsletters and other school materials.
- attending parent-teacher conferences.

Teachers will help your child succeed by:

- providing programming that is appropriate for your child.
- providing many opportunities and different ways for students to show what they know.
- giving students who have missed important assessments and activities the chance to complete the work.
- clearly explaining what is expected of students in all courses and how student work will be graded/marked (i.e., course outline).
- keeping detailed, accurate notes describing your child's successes and areas for growth.
- communicating with you regularly about your child's progress and achievement.
- providing opportunities for you to be involved in your child's learning.

Students have a responsibility for their own learning and are expected to:

- come to school every day on time.
- finish their assignments, projects and tasks to the best of their ability.
- participate in learning activities.
- regularly review what has been taught and ask for help when required.
- use opportunities to revise or retake assignments or tests to demonstrate growth in knowledge and skills.

Our Communication Plan for Reporting Progress

There are many ways we help you stay informed about your child's learning throughout the year. We encourage you to review your child's reports and attend conferences regularly.

Reporting Periods

Semester 1: August 29, 2024 to January 27, 2025

Semester 2: January 28, 2025 to June 25, 2025

Progress Reports Issued

Semester 1: Tuesday, January 28, 2025

Semester 2: Thursday, June 26, 2025

Individual Student Reports (ISRs)

The term *individual student report* refers to the report generated through the use of the Individual Student Report Module in PowerTeacher Pro by teachers at various times throughout the year. This report communicates information about a student's marks/grades for specific assignments and activities.

In addition to progress reports, teachers will upload interim mark reports to SchoolZone on the dates below:

Friday, September 27, 2024

Thursday, October 31, 2024

Friday, November 29, 2024

Friday, December 20, 2024

Wednesday, February 26, 2025

Friday, March 21, 2025

Friday, April 25, 2025

Friday, May 23, 2025

Conferences

Schools must establish at least two formal parent-teacher conferences per year (one in each school semester).

W.P. Wagner will host a virtual Parent Teacher Conference in each semester. These conferences will be by appointment. Conference dates are as follows:

Semester 1: October 28-30, 2024

Semester 2: March 17-19, 2025

In addition to the formal Parent Teacher Conference, the staff will be doing monthly interim posts and connection by phone with parents every other month.

Individualized Program Plans (IPPs)

For students who need specialized services and supports, the IPP is a working document that is developed within the first two months of the school year. It is a record of your child's progress related to specific goals and strategies. It gives you confirmation that your child's needs are being addressed and provides information about accommodations and supports your child needs to succeed. The IPP is reviewed at least three times a year. We expect you and your child (as appropriate) to provide input into the IPP.

IPP planning conferences will take place in person in September. A Google form is posted on SchoolZone to allow families to submit input related to their priorities for the school year including areas of concern and student strengths. IPPs based on the information collected will be posted to SchoolZone by October 30, 2024.

A review of each student's IPP will be completed and posted to SchoolZone by the following dates:

IPP Review #1: Friday, January 17, 2025

IPP Review #2: Wednesday, April 30, 2025

IPP Review #3: Wednesday, June 25, 2025

English as an Additional Language (EAL) Proficiency Assessments

For students learning English, the EAL Proficiency Assessments measure English abilities in four areas: listening, speaking, reading and writing. Teachers use a variety of tools each year to help them plan lessons and communicate with you about your child's progress in learning English.

English Language Learner (ELL) students are assessed using Proficiency Benchmarks for the areas of listening, speaking, reading, and writing and are reported to parents/guardians in the late spring of each year. The updated levels, and any strategies or accommodations required for each student are recorded in PowerSchool. Junior High Schools provide updated scores at the end of grade nine for all students transferring to W.P. Wagner. Student strategies and levels are shared with teachers via PowerSchool. Parents, guardians, and students can discuss benchmark proficiencies with their child's teachers or our ELL Coordinator by contacting the school office.

Grades/Marks and Codes

Percentage marks are the only marks used for progress reports in Grade 10 to Grade 12.

To determine your child's percentage marks at the end of a reporting period, teachers use professional judgment based on evidence of what your child has learned.

Exemplary—A (80–100%)	Proficient—B (65–79%)	Adequate—C (50–64%)	Limited—D (0–49%)
<ul style="list-style-type: none"> ● Demonstrates extensive knowledge required to meet outcomes. ● Demonstrates an insightful understanding of the concepts relating to outcomes. ● Demonstrates the skills and processes embedded in outcomes in an efficient manner. 	<ul style="list-style-type: none"> ● Demonstrates substantial knowledge required to meet outcomes. ● Demonstrates a logical understanding of the concepts relating to outcomes. ● Demonstrates the skills and processes embedded in outcomes in an effective manner. 	<ul style="list-style-type: none"> ● Demonstrates sufficient knowledge required to meet outcomes. ● Demonstrates a basic understanding of the concepts relating to outcomes. ● Demonstrates the skills and processes embedded in outcomes in an acceptable manner. 	<ul style="list-style-type: none"> ● Student has not yet demonstrated sufficient knowledge required to meet outcomes. ● Student has not yet demonstrated a basic understanding of the concepts relating to outcomes. ● Student has not yet demonstrated the skills and processes embedded in outcomes in an acceptable manner.
<p><i>Extensive - ideas and/or actions provide extension or enriched thinking</i></p> <p><i>Insightful - accurate and deep understanding</i></p> <p><i>Efficient - ability to produce desired results with minimal steps or effort</i></p>	<p><i>Substantial- a considerable amount of ideas or degree of a desired quality</i></p> <p><i>Logical - using reason in an orderly and compelling fashion</i></p> <p><i>Effective - producing a result that is wanted</i></p>	<p><i>Sufficient - shows enough evidence of having met the criteria or requirements</i></p> <p><i>Basic - simple or merely functional</i></p> <p><i>Acceptable - meeting minimum criteria or requirements in a way that is agreeable to others</i></p>	<p>* Taken from: AAC Rubric Wordsmith at www.aac.ab.ca/go and Performance Standards Word List</p>

Division-Approved Term and End of Course Codes:

On your child's Progress Report, a teacher may use these Division codes for term or end of course marks.

IEA	Insufficient Evidence Available	<ul style="list-style-type: none"> IEA is used only as an end-of-term code when a teacher does not have enough evidence about a student's progress to give a mark at the end of a term.
WDR	Withdrawal	<ul style="list-style-type: none"> WDR is used only as an end of course code when a student chooses not to complete a course and the school agrees to withdraw the student from the course. WDR may be used for all courses.
INC	Incomplete	<ul style="list-style-type: none"> INC is used only as an end-of-course code when a student does not withdraw from a Career and Technology Studies (CTS) course and does not successfully complete the course with a mark of 50 per cent or more. No mark is submitted to Alberta Education and the course does not appear on the student transcript. INC is used only for CTS courses.

Codes for use on Individual Student Reports (ISRs)

- These reports are issued before the end of term in SchoolZone.
- On your child's individual student report, a teacher may use these Division codes.

The following codes provide information about circumstances regarding the collection of evidence.

OMIT	Omit	Evidence has already been or will be collected to inform professional judgment.
IEA	Insufficient Evidence Available	Sufficient evidence is not yet available.
RNE	Replaced with New Evidence	This evidence has been replaced with more relevant evidence that demonstrates student understanding of the expected learning outcome.

The following codes provide information about evaluation of student achievement and growth.

ISR Approved Codes for Evaluation of Student Achievement and Growth

E	Exemplary	The student has exemplary knowledge, skills, and understanding of concepts and is able to transfer understanding independently in new situations. The student may require support to further extend understanding of concepts.
P	Proficient	The student has proficient knowledge, skills, and understanding of concepts that can be applied in familiar situations. The student may require occasional support to transfer learning to new situations.
AD	Adequate	The student has adequate knowledge, skills, and understanding of concepts. The student requires support and/or further experiences to develop a deeper understanding of concepts and apply learning in familiar and new situations.

L	Limited	The student has limited knowledge, skills, and understanding of concepts. The student requires support to develop and apply learning in highly structured situations.
IEA	Insufficient Evidence Available	Sufficient evidence is not yet available to provide an informed judgment of student achievement and growth.

How We Determine Student Grades/Marks

At Edmonton Public Schools, we determine grades/marks in a variety of ways.

Formative Assessment

Throughout the year, your child will work on many activities that help them increase what they know, understand and are able to do. These activities show your child's teacher how they are doing, what their strengths are and where they can improve in relation to the Alberta curriculum. This is called formative assessment.

Teachers use this information to adjust their teaching, give your child feedback to help them improve and prepare your child for times when they will receive grades.

Summative Assessment

During the school year, your child will have a chance to show what they have learned in relation to the Alberta Programs of Study. Using their judgment as professionals, teachers make decisions and determine grades that describe how your child is learning. They base these decisions on what they've seen your child do (observations), discussions they've had with your child (conversations) and the work your child has completed (products).

Missing or Incomplete Student Work

Principals must make sure that teachers communicate with parents/guardians promptly and regularly about missing or incomplete student work. This is outlined in Administrative Regulation [GKB.AR Standards for Evaluation](#), section 4:

4. Principals must work with their teachers to comply with the following:
 - a. evidence of student achievement has been collected by the teacher;
 - b. communication plans for reporting student achievement and growth to parents/guardians are developed and aligned with school-wide assessment and intervention plans;
 - c. a student has been given multiple opportunities and ways to demonstrate his/her learning;
 - d. follow up has occurred to determine the reason when a summative assessment item (assignment, test, project, etc.) is missing or incomplete, and that opportunities for the student to fulfill the requirement of the summative assessment item (assignment, test, project, etc.) are provided;
 - e. if the student continues to be unsuccessful, the student/parents/guardians will be informed and the teacher will solicit a solution in consultation with the student's parents/guardians to hold the student accountable and/or plan for further learning;
 - f. teachers will engage in on-going, timely communication with parents/guardians/students and the principal regarding missing or incomplete work; and
 - g. providing 4. b–f have been followed, the teacher can assign the student a mark of zero for that missed summative assessment item (assignment, test, project, etc.).

If a student does not complete a summative assessment item (assignment, test, project, etc.) the teacher will follow up with the student and offer reasonable opportunities to fulfill the requirements. Should a summative assessment still not be completed, the parents/guardians will be informed in a timely manner to develop a plan for completion. This plan may involve the support of student services/school administration. Should the student not adhere to the

completion plan within a reasonable amount of time, teachers may then assign the student a mark of zero for the summative assessment item.

Course Outlines

At W.P. Wagner School, course outlines are provided to parents and students through SchoolZone at the beginning of each semester.

Curriculum Summaries

[Curriculum at a Glance](#) (Alberta Education)

The Role of Homework

Homework is meant to:

- help support your child's learning.
- reinforce what your child learned in school.
- give your child more practice.

At W.P. Wagner School, our homework policies include: supporting students to achieve success by reinforcing concepts and materials covered in class: for practice, for review, to complete work unfinished during class time, and to improve assessments based on feedback from the teacher. Please reference specific course outlines for individual teacher expectations regarding homework.

Academic Integrity

Cheating is not acceptable. This includes plagiarism (copying someone else's work and passing it off as your own), stealing tests or assignments and getting answers for a test or assignment in advance. Cheating also includes giving answers or work to others to claim as their own.

If your child is suspected of plagiarism or cheating, school administration will meet with them and take action in accordance with Administrative Regulation [HG.AR Student Behaviour and Conduct](#).

Percentage Marks Appeal Process

To appeal the percentage mark your child has been given, contact the classroom teacher. If you can't resolve the appeal with the teacher, contact the principal who will make a decision and explain it to you. The principal's decision is final. A principal's authority to do this is set out in the [Education Act](#).

In early July, there will be a day to contact the school to appeal June final marks. When this date is set, we will communicate it to you.

The Role of Large Scale Tests

What is the Math Intervention/Programming Instrument (MIPI)?

The **Math Intervention/Programming Instrument (MIPI)** measures students' knowledge of the previous year's math curriculum. It shows teachers how well students understand different math concepts so they can identify appropriate programming for students.

Who takes the MIPI?

- students in Grade 10C, including those in French immersion programs

The MIPI test(s) will be administered during the administration window of August 30, 2024 to September 20, 2024. For students writing the MIPI in the second semester, the administration window will be from February 3–14, 2025.

What is the Grade 12 Diploma Examinations program?

The **Grade 12 Diploma Examinations Program**:

- certifies the level of individual student achievement in selected Grade 12 courses
- helps maintain province-wide standards of achievement
- reports individual and group results

For all 30-level diploma courses, the school mark will be weighted at 70 per cent of the student's final mark, and the diploma examination mark will be weighted at 30 per cent of the final mark. To pass a diploma course, a student must earn a final 'blended' mark of at least 50 per cent.

More information about the Diploma Examination Program is available online at [Diploma exams](#).

The diploma exam schedule for 2024-2025 can be found at [Diploma exams - overview](#).

Information about Advanced Placement (AP) exams: Course specific information regarding AP assessment and evaluation will be provided in course outlines for each AP class. Essentially, AP courses are designed to offer higher level thinking in an environment where students are intent on achieving potential. As a result, students are able to take larger risks and push understanding in preparation for both the AP and diploma exams. AP examinations are administered each year in May and represent the culmination of college-level work within a secondary school setting. These exams test students' ability to perform at a college level. They bear no weight on the Alberta Education awarded final mark for the course, but may provide advanced placement in university courses once students enter post-secondary institutions.