

AP 280 – District Assessments

Background

The District believes that effective assessment, evaluation and reporting of student achievement are an integral part of attaining educational excellence for its students.

As mandated by the Ministry of Education and Child Care, the district will develop a plan to enhance student learning that will reflect local efforts to support all students. The plans will be public reports to and for the local community.

The Provincial Curriculum

British Columbia's K-12 curriculum is built upon Core Competencies, [essential learning](#), and foundational literacy and numeracy skills. This concept-based approach to learning has a focus on the development of competencies fostering deeper, more transferable learning and active engagement of students.

District Assessments may be used to inform practices and assess proficiencies (formative and summative) to guide instruction and planning.

Assessments

Assessments encompasses a diverse range of methods and tools that educators use to determine students' learning needs, assess their levels of proficiency and knowledge, and track their progress in achieving provincial learning standards.

Assessment in West Vancouver Schools is guided by the following:

- Ministry of Education [Assessment Information for Students and Parents](#)
- [Handbook of Procedures for the Graduation Program](#)
- Assessment in West Vancouver Schools - [The Guiding Principles](#)

District Assessment Practices – Roles and Responsibilities of Professional Staff

1. District Personnel

- 1.1. The Superintendent will direct District Assessments.

Administrative Procedure 280

1.2. The Superintendent, in consultation with principals, vice-principals and teachers, will develop or select assessment instruments, establish procedures for their use and make evaluation analysis of data.

1.3. Reasons for assessment may include:

- Monitoring effectiveness of school assessment and evaluation procedures.
- Monitoring student achievement.
- Monitoring program effectiveness.
- Establishing baseline data for new programs and subsequent assessment of new program effectiveness.

1.4. To avoid disruption of school programs, the Superintendent will consult with school administrators regarding the frequency and timing of District assessments.

1.5. A variety of assessment instruments and sampling procedures are to be used to collect assessment data.

1.6. The Superintendent will ensure that District assessment and evaluation procedures are reviewed periodically.

2. School Personnel

2.1. The Principal will be responsible for:

- Implementing District assessment procedures at the school level.
- Leadership and assistance to school professional staff in assessment and evaluation.
- Establishing a process within the school to facilitate a student and the student's parents/guardians examining all records kept by the District on that student.

2.2. School professional staff are responsible for:

- Assessing and evaluating student progress.
- Consulting with colleagues to ensure continuity in skill and concept scope and sequence.

Administrative Procedure 280

- Maintaining student records and related information, such as achievement data and supportive work samples, frequency of testing and types of measurement instruments used.
- Communicating student progress and assessment results with the school Principal and parents/guardians.
- Ensuring that all students, including those who may also have individual learning goals identified in an IEP or AIP will receive communications of their learning in the same format, on the same schedule as their peers.

Communicating Student Learning and Assessment and Evaluation in West Vancouver Schools is guided by the following Ministerial Orders, Regulation and Manual:

- *School Regulation*, B.C. Reg. 265/89: [School Regulation \(PDF\)](#)
- Ministerial Order 93/22, the [Graduation Program Order \(PDF\)](#)
- Ministerial Order 149/89 [Support Services for Schools \(PDF\)](#)
- Ministerial Order 150/89: [Students with Disabilities or Diverse Abilities Order \(PDF\)](#)
- Ministerial Order M164/96 [Student Credentials \(PDF\)](#)
- Ministerial Order 184/23: [Learning Update Order \(PDF\)](#)
- Ministerial Order 189/08: [Provincial Resource Programs \(PDF\)](#)
- Ministerial Order 190/91: [Permanent Student Record Order \(PDF\)](#)
- Ministerial Order 192/94: [Provincial Letter Grades Order \(PDF\)](#)
- Ministerial Order 231/19: [Educational Program Guide Order \(PDF\)](#)
- Ministerial Order 295/95: [Required Areas of Learning in an Educational Program Order \(PDF\)](#)
- Ministerial Order 638/95: [Individual Education Plan Order \(PDF\)](#)
- [INCLUSIVE EDUCATION SERVICES A Manual of Policies, Procedures and Guidelines 2024](#)