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MEMORANDUM TO: Directors of School Boards
Secretaries and Supervisory Officers of School Authorities
Elementary and Secondary School Principals

FROM: Grant Clarke
Assistant Deputy Minister (Acting)
Learning and Curriculum Division

Raymond Théberge
Assistant Deputy Minister
French-language, Aboriginal Learning
and Research Division

DATE: December 11, 2009

SUBJECT: *Growing Success – K-12 Assessment, Evaluation and Reporting Policy: Status Update*

The purpose of this memorandum is to update you on the status of *Growing Success: K-12 Assessment, Evaluation and Reporting Policy*.

As you recall, in January 2008, the Minister of Education announced an initiative entitled *Growing Success* to update, clarify, consolidate and coordinate ministry policy for assessing, evaluating and reporting student learning. This work has been undertaken through a process that has included a survey, consultations with stakeholder groups including the Tripartite Teacher Advisory Committee (TTAC), a pilot project for the elementary report card, and a review of the secondary report card. The policy document is currently being finalized.

Schedule for Release

The policy document will be released in winter 2010 for implementation in September 2010. An electronic version of the document will be distributed first followed by a print version.

Policy Decisions

The ministry recognizes that District School Boards and your student management system vendors need key information in order to assist you in planning for the 2010-11 school year. The following key policy directions will be included in the final *Growing Success* document:

- Seven fundamental principles are key to all assessment, evaluation and reporting policies and practices.
- There are six learning skills and work habits for Grades 1 to 12. These six learning skills and work habits are given more emphasis on the report cards and are closely aligned with the Ontario Skills Passport.
- For elementary, there will be a fall progress report.
- For elementary, there will be two report cards in January/February and June. The first report card must reflect student achievement from September to January/February and the second report card must reflect student achievement from January/February to June.
- Letter grades will be used on report cards for Grades 1 to 6.
- Percentage marks will be used on report cards for Grades 7 to 12.

Development of Electronic Versions of the Report Cards

We are pleased to inform you that the ministry has set aside sufficient funds for boards to contract vendors for the development of electronic versions of the report cards. We have transferred these funds to the Ontario School Counsellors' Association (OSCA) along with a contract for management of the funds. This winter, you will receive the final templates of the report cards, along with further information about the role of OSCA in the management of the funds.

Professional Development

The release of the *Growing Success* policy document will take place concurrently with a series of professional development sessions. These sessions will be conducted with regional and board/school leaders. Participants in these sessions will be provided with materials to conduct professional development with their teachers and information sessions for parents at the local level. We are currently working with the regional offices to plan this work and we will provide you with more information in the near future.

Supports for Implementation

During the consultation sessions, educators emphasized the importance of providing illustrations to support teachers in the implementation of the policy. We are pleased to inform you that staff have begun the development of illustrations and these will be provided electronically. In addition, information about policy will be posted on the ministry website. It is important that parents be informed of policy and information to inform parents will also be provided.

We have greatly appreciated your collaboration and the expertise of your staff over the past two years in moving forward with this project and look forward to working with you in the next year as we move into the implementation phases.

Grant Clarke

Raymond Th  berge

cc: *Growing Success* Board Leads
President, Ontario Teachers' Federation/F  d  ration des
enseignantes et des enseignants de l'Ontario
President, Ontario Secondary School Teachers' Federation
President, Elementary Teachers' Federation of Ontario
President, Ontario English Catholic Teachers' Association
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