

Dear Westwind Families,

First and foremost, I'd like to thank you for your responses to our at-home learning survey. I want you to know that I have personally reviewed every response, and your feedback has allowed me to better understand the complex array of situations our families are currently facing. During this time, our ultimate goal as a school system is to support families and continue to encourage student learning. We are grateful for our teachers who are focused on giving students the support they need as we move forward.

We fully expect students to continue to put forth their best efforts toward their at-home learning and in completing the work teachers are providing. We want to stress how important it is that students stay engaged in the learning process and complete their online courses. It is critically important that students make full use of their time in order to be prepared to move forward in their studies next year. We thank our parents in advance for their support in this important endeavour.

We know many families have questions about how we will be evaluating students and what report cards will look like this year. Based on your survey responses, we recognize that there are a wide variety of factors and circumstances at play that are making it extremely difficult for every student to have access to the same learning experience. We want to give every student the opportunity to succeed, while not adding stress to families or penalizing students who are facing challenging circumstances outside of their control.

With this in mind, teachers will be using the student's grade as of March 16, 2020, as a baseline to guide their assessments throughout the rest of the school year. Students will have the opportunity to improve upon their baseline grade through engagement with online learning and completion of assignments; otherwise, their grades will be maintained. This means that if a student was failing a course on March 16, 2020, but stays engaged in online learning, they have the opportunity to increase their grade and pass the course; however, if students do not engage in classwork, they run the risk of failing that course. In addition, we have made the decision that cumulative final exams will not be administered in Westwind School Division.

Every Westwind School Division student will still receive final grades and a final report card, appropriate to their grade level. All grading and assessment will be based on the specific areas of focus [outlined by Alberta Education](#) for each grade level.

Please review the information below outlining how report cards and grading will work at the various levels. If you have any questions, please contact your school directly.

We appreciate the work you are doing. Thank-you.

Darren Mazutinec
Superintendent

Westwind School Division Student Assessment Information

Elementary Students

- Students are expected to continue their at-home/online learning with the goal of completing an average of five hours of work per student per week.
- Final report card feedback will specifically focus on areas of strength as well as areas for growth and opportunity in **language/literacy** and **math/numeracy**. Students in grades 4 to 6 will also be assessed on **science** and **social studies** outcomes.
- Final assessment for all other subjects/classes will be based on the student's progress up to March 16.

Junior High Students

- Students are expected to continue their at-home/online learning with the goal of completing an average of ten hours of work per student per week.
- Final report card feedback will specifically focus on core mathematics, language/literacy, science, and social studies curriculum outcomes.
- The student's mark in these courses as of **March 16, 2020**, will be used as a baseline mark for the student moving forward.
- Grades may be increased based on assessment collected from March 16 to the end of the school year.
- Any decisions about increasing this baseline grade will be based on the teacher's professional judgement and student's continued efforts to maintain contact with the classroom/teacher, engage in at-home/online learning and turn in assignments as required.

High School Student Report Cards

- Students are expected to continue their at-home/online learning with a goal of completing an average of 3 hours of work per course per week
 - High School report cards will provide grades and credits for the courses that students have been able to complete through at-home learning for high school graduation requirements.
 - Report cards will also reflect the number of unassigned credits the student is being allocated for courses that could not be completed remotely.
 - The student's mark in these courses as of **March 16, 2020**, will be used as a baseline mark for the student moving forward.
 - Grades may be increased based on assessment collected from March 16 to the end of the school year
 - Any decisions about modifying this baseline grade will be based on the teacher's professional judgement and student's continued efforts to maintain contact with the
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classroom/teacher, engage in at-home/online learning and turn in assignments as required.

- Students whose overall grade was below 50% prior to **March 16, 2020**, run the risk of receiving a failing final grade if they do not engage in at-home learning and maintain contact with their teacher.

Westwind Alternate Schools

- Programming and assessment at Westwind Alternate Schools will proceed as it has in the past, as these programs are already designed to be administered remotely, in a blended, off-campus, or at-home learning environment.
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