

# **CHARGE STATEMENT**

## **District Data and Assessment Committee**

**Description:** The District Data and Assessment Committee is a group made up of a range of District stakeholders, including District and School staff, as well as parents of District 833 students. The committee exists to discuss and provide recommendations to the Director of Professional Development and Accountability who works with the Research, Evaluation, and Assessment Department (REA) regarding District assessments, assessment practices and procedures, the communication of District assessment results, and District data systems related to assessments.

### **1. Purpose/Objectives**

- Review state and local assessment requirements to ensure assessment policies and procedures are being implemented as required.
- Review District assessments and their purpose, providing recommendations for continuing, replacing, adopting new, or removing existing assessments.
- Review District assessment practices and procedures (i.e. who is tested, testing schedules, etc.) and provide recommendations regarding changes to these practices and procedures.
- Review District assessment result communication methods and mediums (i.e. REA website, parent notification, annual report, annual assessment releases, etc.) and make recommendations for changes to these methods and mediums.
- Review existing District reporting systems and related reports and make recommendations for the addition, modification, replacement, or removal of reports and/or reporting systems.

### **2. Committee Members (at a minimum, at least one from each area)**

- District REA Staff (e.g. Director of Professional Development and Accountability, Assessment Specialist, Student Achievement Specialist, etc.)
- District TLS Staff (e.g. Director of TLS, Secondary Curriculum Specialist, Elementary Curriculum Specialist, etc.)
- District Student Services Staff (e.g. Supervisor, Psychologist)
- School Board Member(s)
- Elementary Principal(s)
- Middle School Principal(s)/AP(s)
- High School Principal(s)/AP(s)
- Elementary Teacher(s)
- Middle School Teacher(s)
- High School Teacher(s)
- Elementary Parent(s)
- Middle School Parent(s)
- High School Parent(s)

### **3. Scope of Authority**

- The District Data and Assessment Committee is not a decision making body. Instead, the group will provide recommendations to the Director of Research, Evaluation, and Assessment and District Cabinet.

### **4. Resources**

- State and District policies, procedures, and requirements related to assessments.
- District documents identifying assessments, their purpose, and other information (i.e. who is assessed, testing calendars, etc.).
- District practices and procedures related to assessments.
- District communication methods and examples related to assessments.

- District reporting systems, examples of reports, and explanations of reports.
- Outside (e.g. other Districts) examples related to these topics, as needed.
- Other resources as needed.