

Sussman Middle School

Assessment Policy

2025-2026

Sussman Middle School Vision:

At Sussman Middle School, 21st-century learners thrive as they prepare for their high school journey to become college and career ready, globally competitive, and citizens of strong character.

Sussman Middle School Mission Statement:

At Sussman Middle School, we provide a safe, engaging, and rigorous learning experience that empowers all students to reach their full potential. We develop learners of strong character who demonstrate integrity, resilience, and compassion. Through a curriculum that fosters critical thinking, creativity, and collaboration, we nurture future leaders who contribute meaningfully as responsible and reflective citizens in our local community and the wider global context.

“Sussman Middle School is a Candidate School* for the Middle Years Program. This school is pursuing authorization as an IB World School. These are schools that share a common philosophy—a commitment to high quality, challenging, international education that Sussman Middle School believes is important for our students.”

Sussman Middle School MYP Program

Philosophy of Assessment

At Sussman Middle School, assessment is viewed as a tool to promote and measure student learning. Assessment provides evidence of understanding the statement of inquiry, California Common Core Standards, and/or learning goals. It is designed to gauge what and how a student knows and thinks at any point during the instructional cycle and is used to inform instruction.

We believe assessment serves three purposes:

- Formative assessment guides instruction and supports growth.
- Summative assessment measures mastery and achievement.
- Assessment provides teacher and peer feedback that supports continued learning and development of the IB learner profile.

Assessment is criterion-related, transparent, inclusive, and aligned to the IB philosophy, emphasizing student reflection, feedback, and the development of Approaches to Learning (ATL) skills.

Types of Assessment

Formative Assessment

Used during instruction to inform and guide teaching and learning. It provides students and teachers with timely feedback and helps identify misconceptions and next steps.

Examples include: exit/admit tickets, think-pair-share discussions, observations, learning journals, peer/self-assessments, whiteboard responses, council reflections, quizzes, and collaborative group tasks.

Summative Assessment

Used at the end of a learning cycle to assess student mastery of the statement of inquiry, standards, and subject-specific MYP objectives using the MYP Criterion for each subject group.

Examples include: performance tasks and projects, essays and research papers, oral presentations, tests and quizzes, IB-aligned unit assessments, and California statewide assessments (CAASPP, CAST).

Diagnostic & Benchmark Assessment

Diagnostics in mathematics and language & literature occur approximately three times each year (e.g., iReady). Spanish placement diagnostics are also administered as needed.

Common Practices in Using MYP Assessment Criteria and Determining Achievement Levels

- Teachers will design assessments aligned with MYP subject-specific objectives.
- Each strand of each criterion will be assessed at least two times per year.
- Teachers will collaborate within Professional Learning Communities (PLCs), meeting regularly to design assessments and standardize grading practices.
- Teachers will differentiate assessments for diverse learners.

Common Practices in Recording and Reporting Student Achievement

- Students and their families receive the relevant MYP rubric at the start of each unit in each course.
- Teachers record achievement levels for each criterion and strand.
- Grades are reported quarterly using the district's traditional letter grade format.
- MYP Criterion Progress Reports, based on the rubric, are issued twice a year via Parent Connect, conferences, or direct communication.

Implementation of Formative and Summative Assessment Consistent with IB Expectations

- Teachers work in PLCs to create authentic assessment tasks aligned to MYP.
- Summative assessments are evaluated using official MYP rubrics.
- Formative assessments are used throughout the unit to guide instruction. Teachers use this data to inform their instruction.
- Students reflect, set goals, and analyze feedback as part of the learning process.

Relationship of MYP Assessment Practices with DUSD Grading and Reporting Systems

To align MYP assessments with DUSD's traditional grading system, the following conversion table is used:

MYP Achievement Level | Percentage Score | American Grading System

8 | 100% | A+

7 | 93% | A

6 | 86% | B

5 | 80% | B-

4 | 75% | C

3 | 70% | C-

2 | 65% | D

1 | 60% | D-

0 | 50% | F

*Missing Assignment = 0%

Teacher Responsibilities in Assessment

- Collaborate in PLCs with IB subject teachers and department colleagues to design and standardize assessments.
- Provide clear rubrics and task instructions.
- Use formative data to guide instruction.
- Offer timely and actionable feedback using the provided rubric.
- Translate MYP achievement levels (8-0) into traditional grades (A-F) accurately.
- Maintain open communication with parents.

Student Responsibilities in Assessment

- Complete assessments with their best effort and pride.
- Reflect on feedback and seek clarity.
- Submit missed work promptly.
- Participate in self-assessment, goal setting, and ongoing reflection.
- Take rubrics home to share with family.
- Treat others with dignity and respect while collaborating.

Parent Responsibilities in Assessment

- Review assessment rubrics and progress reports with their child.
- Encourage their child to complete work with their best effort.
- Support reflection and goal setting at home.
- Attend parent information nights, conferences, and school events to stay informed.
- Uphold Sussman's Pioneer Code by modeling and reinforcing positive academic and behavioral expectations.

MYP Coordinator Responsibilities in Assessment

- Support staff with MYP assessment practices.
- Lead standardization and training.
- Communicate policies to parents via newsletters, information nights, and media.
- Ensure consistent implementation and lead annual reviews.

Reviewed and Approved by the Sussman Middle School MYP Assessment Policy Committee

Date of Review: August 2025, June 2025