

STUDENT PORTFOLIOS

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The Waunakee Community School District Board of Education encourages the use of various approaches to assess student progress and success in the academic setting. Student portfolios are one form of assessment that may be utilized but they may not be utilized as the sole form of assessment nor shall they replace the student report card. They should be seen as a complement to report cards, criterion referenced tests, standardized tests, and other assessment procedures.

A student portfolio is defined as a purposeful collection of a student's work that exhibits to the student, the student's parent(s)/guardian(s), and school personnel the student's efforts, progress and achievement over time. Portfolios may contain written work, photos of projects, video tape or audio tape recordings of performances/reports, computer CD;s, records or reproductions as well as other sources or means of recording or storing student work. A student portfolio shall be established with the mutual participation of the student and teacher(s) and shall contain the following:

- 1) the criterion for selection and judging merit;
- 2) evidence of the student's rationale for selecting the work and what it demonstrates; and
- 3) the student's evaluation of the works' merit or quality.

Two types of portfolios may be maintained in the district: working portfolios and pass on portfolios. A working portfolio is a collection of student's work in progress. A pass on portfolio includes those selected items which are characteristic of the student's performance for a school year.

Items may be removed or deleted from a student's portfolio with the mutual consent of the student and his/her teacher(s) at any time during the student's career in the district.

Pass on portfolios will be considered a part of the student's record and will be subject to the Board's policy regarding the confidentiality of student records. These will be open to students and parents/guardians and will be released to them upon the students' graduation or leaving the school system.

Adopted: March 1996

Waunakee Community School District