

Communicating Assessments with Families: A Resource for Schools

These resources can be customized and used to help schools communicate with families about assessments throughout the year.

Before Assessments

<p>Plan and conduct an assessment information night for families. Event could be held as a standalone or combined with another evening event. Best Practice is to include communicating assessment information with families during Open House or at least three months prior to assessment dates.</p> <p>Resources: <i>Communicating Assessments to Families PowerPoint; Assessment Night Raise the Bar Flyer; AYP Aim High Night Flyer; Family Game Night for Assessment Support Flyer; Red Carpet Assessment Night Flyer</i></p>
<p>Send assessment date flyers and/or assessment postcards home.</p> <p>Resources: <i>Assessment Postcard Thumbnails; AIMSweb Parent Letter-Assessment Calendar; Kansas State Assessment Flyers (Elementary, Middle and High)</i></p>
<p>Send ParentLink calls home about assessments.</p> <p>Resources: <i>Assessment ParentLink Message Template</i></p>
<p>Schedule to collect encouraging notes from families for students taking assessments.</p> <p>Resources: <i>Encouraging Notes Facilitators Guide; Help Your Child Succeed - Encouraging Notes Phrase Ideas; Encouraging Note Cards</i></p>
<p>Share with families strategies for assessment success.</p> <p>Resources: <i>Quick Tips - Communicating Assessment Information with Families; Assessment Success - How Teachers Can Get Family Support; Assessment Success - Top 5 Tips, What Families Can Do to Help</i></p>
<p>Include assessment tips in monthly school newsletter throughout the year not just right before and during assessment time.</p> <p>Resource: <i>Quick Tips - Communicating Assessment Information with Families</i></p>
<p>Post assessment dates and family support tips on the school marquee.</p> <p>Resource: <i>Assessment Reminders</i></p>
<p>Use bulletin boards throughout the school to advertise dates and family support tips for assessment success.</p> <p>Resources: <i>Assessment Reminders; Quick Tips - Communicating Assessment Information with Families</i></p>
<p>Utilize School Fusion Page to communicate with families assessment dates and family support tips for assessment success.</p> <p>Resources: <i>Assessment Reminders; Quick Tips - Communicating Assessment Information with Families</i></p>
<p>Make use of Volunteer Site Contacts to support assessment preparations.</p> <p>Resource: <i>Assessment Success - Support Ideas for Volunteer Site Contacts</i></p>



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During Assessments

Send ParentLink reminder calls home during the assessment period. Resource: <i>Assessment ParentLink Message Template</i>
Post assessment dates and family support tips on the school marquee. Resources: <i>Assessment Reminders; Quick Tips - Communicating Assessment Information with Families</i>
Send stickers home with the students reminding parents of assessment dates with strategies for success. Resource: <i>Assessment Reminders</i>
Use bulletin boards throughout the school to advertise assessment dates, and family support tips for assessment success. Resources: <i>Assessment Reminder; Quick Tips - Communicating Assessment Information with Families</i>
Utilize School Fusion Page to communicate with family's assessment dates and family support tips for assessment success. Resources: <i>Assessment Reminder; Quick Tip - Communicating Assessment Information with Families</i>
Make use of Volunteer Site Contacts to support assessment preparations. Resource: <i>Assessment Success - Support Ideas for Volunteer Site Contacts</i>

After Assessments

Plan and conduct an assessment information night for families to share data and suggest academic strategies for families. Resource: <i>Communicating Assessments with Families PowerPoint</i>
Thank students and families for a job well done with assessments, perhaps including the number of students who took the test.
Send a ParentLink call home after assessments thanking families for supporting students during the assessments. Resource: <i>Assessment ParentLink Message Template</i>
Utilize bulletin boards throughout the school to thank students and families for a job well done and support during assessments.
Utilize School Fusion Page to communicate with families assessment results and appreciation for support during assessments.
Make a plan to communicate assessment scores with parents at parent-teacher conference time.

