**Developing Formative Assessments Together:**

|  |
| --- |
| **1.** Determine the standard(s) or learning essential(s) to be assessed (be specific and focused.**2.** Agree on the format for the assessment and create the content.**3.** Settle on a date the test is to be given.**4.** Establish a proficiency standard (what score will tell us that a student has learned what we want them to).**5.** Agree on administration and scoring procedures (acceptable answer variations, team rubric, etc.). |

|  |  |
| --- | --- |
| **Team:** | **Assessment Date:** |
| 1. Standard(s)/Target(s) being assessed: |  |
| 2. Assessment Format:(attach copy or describe here) |  |
| 3. Administration and scoring procedures(attach copy of rubric) |  |
| 4.Proficiency Score: |  |
| 5. What will the resulting data look like?(question groupings, overall, etc.) |  |
| 6. Support or intervention for those who do not reach the proficiency score:(to be filled in when data is gathered and analyzed) |  |

*from Osceola School District, Fla.*