



Orange Township Public Schools
Office of Mathematics and Science
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ASSESSMENT PORTFOLIO GUIDELINES FOR MATHEMATICS
2019-2020

THE MATH PORTFOLIO (K-12)
Math Portfolio Guidelines

STUDENT ASSESSMENT PORTFOLIO GUIDELINES – MATHEMATICS

DESCRIPTION The **Student Assessment Portfolios for Mathematics** are used as a means of documenting and evaluating students' academic growth and development over time and in relation to the NJSLS-M (examples include Monthly ECR's, Performance Tasks, NJSLA Released Items, etc.) . This is the only portfolio needed for students in the area of Mathematics. **Student Assessment Portfolios** differ from student work folders in that they will contain tasks aligned specifically to the curricular focus. The September task entry(-ies) will reflect the prior year content and *can serve* as an additional baseline measure. All tasks contained within the **Student Assessment Portfolios** are “practice forward” (closely aligned to the Standards for Mathematical Practice).

K-12 GENERAL PORTFOLIO REQUIREMENTS

- As a part of last year's end of year close-out process, we asked that student portfolios be 'purged'; retaining a few artifacts and self-reflection documents that would transition with them to the next grade. In this current year, have students select 2-3 pieces of prior year's work to file in the **Student Assessment Portfolio**.
- Tasks contained within the **Student Assessment Portfolios** are “practice forward” and denoted as “Individual”, “Partner/Group”, and “Individual w/Opportunity for Student Interviews¹”.
- Each **Student Assessment Portfolio** should contain a “Task Log” that documents all tasks, standards, and rubric scores aligned to the performance level descriptors (PLDs).
- Student work should be attached to a completed rubric; teacher feedback on student work is expected and should pair with the language of the respective rubric.
- Students will have multiple opportunities to revisit certain standards. Teachers will capture each additional opportunity “as a new and separate score” in the task log and in Genesis.
- A 2-pocket folder for each **Student Assessment Portfolio** is *recommended*.
- All **Student Assessment Portfolio** entries should be scored and recorded in Genesis as an Authentic Assessment grade (25%)².
- All **Student Assessment Portfolios** must be clearly labeled, maintained for all students, inclusive of constructive teacher and student feedback and accessible for administrator review

¹ The Mathematics Department will provide guidance on task selection, thereby standardizing the process across the district and across grades/courses.

² The Mathematics Department has propagated gradebooks with appropriate weights.

GRADE LEVEL REQUIREMENTS

GRADES K – 2

- 1-2 Portfolio tasks will be given each month
- Portfolio will contain Math in Focus/Eureka/Go Math Chapter Tests; Benchmark Assessments; and Pre-Tests
- Portfolio will contain a minimum of 4 reflections

GRADES 3 – 5

- 1-2 Portfolio tasks will be given each month
- Any optional/additional tasks will be graded and counted in addition to the required tasks (initial scores will not be replaced)
- Portfolio will contain a minimum of 4 reflections

GRADES 6 – 8

- 2-5 Portfolio tasks will be given per unit
- Any optional/additional tasks will be graded and counted in addition to the required tasks (initial scores will not be replaced)
- Portfolio will contain a minimum of 4 reflections

GRADES 9 – 12

- 2-5 Portfolio tasks will be given per unit
- Any optional/additional tasks will be graded and counted in addition to the required tasks (initial scores will not be replaced)
- Portfolio will contain a minimum of 4 reflections

MATHEMATICS PORTFOLIO END OF YEAR REQUIREMENTS

At the start of the school year, you were provided with guidelines for helping students maintain their **Mathematics Portfolios** whereby students added artifacts that documented their growth and development over time. Included in the portfolio process was the opportunity for students to reflect on their thinking and evaluate what they feel constitutes “quality work.” As a part of the end of year closeout process, we are asking that you work with your students to help them ‘purge’ their current portfolios and retain the artifacts and self-reflection documents that will transition with them to the next grade.



GRADES K-2

Purging and Next-Grade Transitioning

During the third (3rd) week of **June**, give students the opportunity to review and evaluate their portfolio to date; celebrating their progress and possibly setting goals for future growth. During this process, students will retain ALL of their current artifacts in their Mathematics Portfolios. The Student Profile Sheet from the end of year assessment should also be included in the student math portfolio. In the upcoming school year, after the new teacher has reviewed the portfolios, students will select 1-2 pieces to remain in the portfolio and take the rest home

GRADES 3 – 8

Purging and Next-Grade Transitioning

During the third (3rd) week of **June**, give students the opportunity to review and evaluate their portfolio to date; celebrating their progress and possibly setting goals for future growth. During this process, students will retain the following artifacts in their Mathematics Portfolios:

- ✓ All authentic assessment tasks (department issued rubric scored) w/ 2 respective Self-Reflection Sheet(s).

GRADES 9-12

Purging and Next-Grade Transitioning

During the third (3rd) week of **June**, give students the opportunity to review and evaluate their portfolio to date; celebrating their progress and possibly setting goals for future growth. During this process, students will retain ALL of their current artifacts in their Mathematics Portfolios.

Please use the High School Portfolio Guidelines to aid in this process.

End of 3rd week in June: Forward all portfolios to next year’s receiving teachers or the designated point persons at OPA or OHS.