Summary Standards and Procedures

The CASP-II Education Program

2026-2027

Commission scolaire English-Montréal

English Montreal School Board

1. INTRODUCTION

Evaluation Standards and Procedures at **(school name)** were proposed by a committee of teachers and approved by the school principal. Their aim is to define concrete actions in an effort to ensure that evaluation practices are consistent with the vision of evaluation adopted in the Québec Education Program. The discussions surrounding the development of these Evaluation Standards and Procedures also led to increased harmonization of evaluation practices in an effort to ensure consistency throughout the school.

FIELD OF APPLICATION

The Evaluation Standards and Procedures in this document apply to The CASP II Education Program: A Competency-Based Approach to Social Participation. They cover each of the stages in the evaluation process, namely:

1. Planning of evaluation
2. Information gathering and interpretation
3. Judgment
4. Decision/action
5. Communication of results

EFFECTIVE DATE

The Evaluation Standards and Procedures in this document are in effect as of _____August 23, 2026_____.

GOVERNING BOARD

The Governing Board was notified of the selected Evaluation Standards and Procedures on _____June 8, 2026_____.

CHANGES

Changes may be made to this document as new situations arise.

SUMMARY

This document represents a summary of Evaluation Standards and Procedures and is provided to parents early in the year, as required by the MINISTÈRE DE L'ÉDUCATION DU QUÉBEC.

Summary of your child's Evaluation of Learning

Type of Communication:	First Written Communication	Term 1 Report Card	Term 2 Report Card	Term 3 Report Card
Available on the Parent Portal	No later than October 15	November 20	March 15	July 10

*Schools decide on the competency(ies) to report on in Terms 1 and 2 (minimum of one). All competencies must be reported on in Term 3.

Evaluation Model

Level of competency development		Degree of support provided by an adult	
5	Advanced	A	No support from an adult
4	Proficient	B	Occasional support from an adult
3	Intermediate	C	Frequent support from an adult
2	Basic	D	Constant support from an adult
1	Emergent		

CASP II 2026-2027

Year 1

Competencies Evaluated	Evaluated on Term 1 Report card	Evaluated on Term 2 Report Card	Evaluated on Term 3 Report Card
Communicates	☒	☒	☒
Uses information	☒	☒	☒
Interacts with others	☒	☒	☒
Acts methodically	☒	☒	☒
Acts in a safe manner	☒	☒	☒
Participates in contributive activities	☒	☒	☒

* Term 3 will cover your child's overall learning in each competency.

Year 2

Competencies Evaluated	Evaluated on Term 1 Report card	Evaluated on Term 2 Report Card	Evaluated on Term 3 Report Card
Communicates	☒	☒	☒
Uses information	☒	☒	☒
Interacts with others	☒	☒	☒
Acts methodically	☒	☒	☒
Acts in a safe manner	☒	☒	☒
Participates in contributive activities	☒	☒	☒

* Term 3 will cover your child's overall learning in each competency.

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Year 3

Competencies Evaluated	Evaluated on Term 1 Report card	Evaluated on Term 2 Report Card	Evaluated on Term 3 Report Card
Communicates	☒	☒	☒
Uses information	☒	☒	☒
Interacts with others	☒	☒	☒
Acts methodically	☒	☒	☒
Acts in a safe manner	☒	☒	☒
Participates in contributive activities	☒	☒	☒

* Term 3 will cover your child's overall learning in each competency.

Year 4

Competencies Evaluated	Evaluated on Term 1 Report card	Evaluated on Term 2 Report Card	Evaluated on Term 3 Report Card
Communicates	☒	☒	☒
Uses information	☒	☐	☒
Interacts with others	☒	☒	☒
Acts methodically	☒	☒	☒
Acts in a safe manner	☒	☒	☒
Participates in contributive activities	☒	☒	☒

* Term 3 will cover your child's overall learning in each competency.

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Year 5

Competencies Evaluated	Evaluated on Term 1 Report card	Evaluated on Term 2 Report Card	Evaluated on Term 3 Report Card
Communicates	☒	☒	☒
Uses information	☒	☒	☒
Interacts with others	☒	☒	☒
Acts methodically	☒	☒	☒
Acts in a safe manner	☒	☒	☒
Participates in contributive activities	☒	☒	☒

* Term 3 will cover your child's overall learning in each competency.

Year 6

Competencies Evaluated	Evaluated on Term 1 Report card	Evaluated on Term 2 Report Card	Evaluated on Term 3 Report Card
Communicates	☒	☒	☒
Uses information	☒	☒	☒
Interacts with others	☒	☒	☒
Acts methodically	☒	☒	☒
Acts in a safe manner	☒	☒	☒
Participates in contributive activities	☒	☒	☒

* Term 3 will cover your child's overall learning in each competency.

Evaluation of Learning (by competency)

The report card includes a section for general teacher comments for each competency. The comments may be used to describe your child's strengths, challenges and progress. Student learning will be evaluated on a regular basis through different modalities such as: portfolios, observations, interviews, work samples, photos and videos during learning and evaluations.
The Competency Observation Book is available and recommended to use to document student progress.

If there are any changes made to the above evaluation and reporting information, an updated version of this document will be made available to parents. For more information concerning your child's learning, please contact your child's teacher(s).

Maria Caldarella
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School Principal