

1 **Browning Public Schools**

2  
3 Policy #2336

4 Policy Name: *Significant Writing Policy*

5 Regulation: -----

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7 The regulated practice of the writing process and its corresponding ongoing assessment are key a  
8 component to developing students that communicate effectively. The writing process plays a vital  
9 role in Browning Public Schools. The District policy will facilitate practice, which reflects the  
10 intricate relationship between effective, consistent instruction of the writing process and  
11 corresponding ongoing assessment.

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13 The Browning School District advocates implementation of a district writing framework in grades  
14 kindergarten through twelfth grade, which includes the following components:

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16 A. Writing process instruction including the following:

- 17 1. planning
- 18 2. drafting
- 19 3. sharing
- 20 4. evaluating
- 21 5. revising
- 22 6. editing
- 23 7. publishing

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25 B. Writing instruction using the following Common Core State Standards elements of authentic  
26 literacy, writing and AVID:

- 27 1. ideas and development
- 28 2. organization
- 29 3. voice
- 30 4. word choice
- 31 5. sentence fluency
- 32 6. conventions

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34 C. Through daily, regular instruction and assessment, effective writing skills will be reinforced  
35 throughout a child’s education in Browning Public Schools. It is the Board’s expectation and the  
36 principals’ and teachers’ responsibility that writing and assessment instruction occur in kindergarten  
37 through twelfth grades through developmentally appropriate methods and in all content areas.

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39 D. District Level - The superintendent is directed to ensure that a trained assessment team,  
40 comprised of representatives from each building is formed and maintained. The team will be  
41 responsible for the following:

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43 1. scoring writing samples from the K-12 for district reporting,
- 44 2. providing training to all staff as well as extended day in-service and technical support  
45 when appropriate, and
- 46 3. recommending corrective methods that will increase program and instructional  
47 effectiveness.

1 E. Building Level - Each fall and spring all students in the K-12<sup>th</sup> grades will be assessed on  
2 designated days with adjustments made for alternating block schedules. Administration of the  
3 writing assessment must correspond to specific written directions accompanying the test and may not  
4 vary in any manner.  
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6 F. Data gathered from the assessment will be used to give information about student's writing  
7 strengths and weaknesses. Teachers are directed to discuss the results of the writing assessment  
8 scores with parents in the fall and spring of each year.  
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19 **Cross Reference:**

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21 **Legal Reference:** 20-3-324, MCA Powers & Duties

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23 **Policy History:**

24 Adopted on: 7/14/98

25 Revised on: 1/12/99, 6/29/16

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