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**Memo #25**

Date: January 25, 2018

To: Executive/Members

Re: **Kindergarten Report Cards**

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**Kindergarten Report Cards**

As with the memo outlining expectations around Report Card responsibilities, Blackout Date, Absent Teachers, and the PA Day for Writing of Report Cards, this memo provides some extra information for Kindergarten Teachers and Teachers who provide support to the Kindergarten classrooms.

The principal should have already – September/October – consulted with the Kindergarten Teacher and the Preparation Teacher as to which frame the Preparation Teacher would be communicate learning. A Preparation Teacher should not be given one frame of learning, but a section of one of the frames.

In Kindergarten, more so than in other grades, there is a collaborative approach between the classroom teacher, DECE (Designated Early Childhood Educator) and the Preparation Teacher(s) – as the learning in Kindergarten has moved away from subjects to overall expectations within the four frames of learning – Belonging and Contributing, Self-Regulation and Well-Being, Demonstrating Literacy and Mathematics Behaviours and Problem Solving and Innovating. The Kindergarten child's learning is the focus rather than levels of achievement.

Options for entering comments into the Report Card:

1. Comments created in collaboration by the educator team to capture a summative statement.
2. The Preparation Teacher provides an electronic copy of evaluative comments of each child's learning for the classroom teacher to paste into the appropriate – pre-determined – frame.
3. The Preparation Teacher provides an electronic copy of evaluative comments and the classroom teacher integrates them into the body of the comment for the frame.
4. The Preparation Teacher enters their evaluative comment directly into the pre-determined frame. (This approach would require the appropriate setup by the Principal.)

It is best to start or conclude the comment with providing the name of the preparation teacher(s).

These options should have been discussed in advance of the Reporting Period, and the Kindergarten Teacher and Preparation Teacher(s) need to come to a conclusion that works for both of them.

**If you have any concerns, please contact the Unit office at 705-733-9625 or 1-800-558-4815  
Thank you for sharing this information with OECTA members.**