



## ***DERO Technical Services***

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### ***Implementing Standards- Sharing the Experience of Others***

#### ***Standards***

1. need not be an exact match of your state standards.
2. should reflect the values of your district and not an individual school.
3. should be created in collaboration with teachers
4. can be assessed in any given term/quarter or all year
5. should be limited so the report card doesn't become a curriculum guide
6. per subject area need not be equal in number: (16 Math- 3 PE)
7. need a conversion scale
8. must have a unique identifier ( MA.3.12)
9. must be associated with a course
10. should reflect a single concept rather than multiple
11. names should not be longer than 65 total characters and spaces in length
12. can be academic in nature or relate to effort, each can have different assessment values
13. should be developed in Excel per term, per content area and per grade level
14. should be created for both core content and special subjects
15. can start with an action verb such as:  
(uses, identifies, contrasts, describes, knows, recognizes or shows)
16. can be created to allow teachers to entry comments
17. "wordsmithing" is allowed once they are placed in PowerSchool

#### ***Standards Excel File for Importing***

1. An import ready text file must be created with at least 10 columns listed below:
  - **Name of Standard:** 65 character limit - This can be edited later
  - **Identifier** – Must be UNIQUE and should be easily understood.
  - **List Parent** – this helps establish the hierarchy of standards
  - **Level** – related to hierarchy of standards.
  - **Sort Order**- relates to how standards are seen by Teachers
  - **Course** – These are the UNIQUE course #'s that this standard applies too.
  - **Type** – School (fill down)
  - **Allow assignments** – TRUE on all standards which will be graded
  - **Include comment** – FALSE on all standards except the COMMENTS
  - **Conversion Scale**- Values that refer to teacher choices



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### ***Comment(s)***

1. at this time, there is no way for comment bank choices to work with your yet to be created report cards. Comments must be narrative in nature
2. quality is considerably improved in those districts who provide training and set clear expectations
3. can be created PER content area or summative in nature where teachers fill in one comment for all core subject areas. More schools use this choice
4. often are limited to core academic teachers only, specialist see all students in the school once per week. A few schools provide comment space to specialist but only expect them to enter text if the child is failing. Other schools set the expectation that if a student is failing prior to the report card period, a phone call home must be made.
5. should be considered when designing your yet to be created report card. Schools are reserving space for comments for all grading periods so parents and students can see year long progress on each report cards
6. a decision has to be made early on assignment mode allows teachers to create a variety of assignments and grade them. These grades DO NOT auto populate the report card but could be shared through the parent portal

### ***Conversion Scales***

1. are the teacher choices (drop down) for each standard
2. can be different by grade level is necessary but should be consistent within your district
3. can be different for academic verses effort/social emotional standards
4. are not to be confused with grade scales for teachers using web gradebook and creating/scoring assignments
5. choices ( drop down ) that closely resemble traditional grades may cause confusion with teachers/parents as you make to move to standards based education
6. choices quickly become your districts new rubric values – avoid confusion by encouraging your teachers to use these values on all home bound communications and assessments
7. internal PowerSchool number can be found by SEARCH the GEN TABLE



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### ***Schedule(s)***

1. are required for all teachers which provides them access to student to grade
2. require an expression ( when a section meets – day and period)
3. require periods even though most elementary school do not ring bells
4. require all classroom spaces in your school to be entered into PS so you can tell PS where the class meets
5. requires days of the week to be defined. Often we see implementation specialist who hear from a school- “all we want to do is take attendance this year” create one day only- Day A. When you school really operates on a Monday through Friday schedule
6. are changing around the nation as Dept of Education are requiring district to report teacher assignments. HR teachers were the teacher of record for all core subjects, but now DOE’s are requiring reporting who the Grade 1 English, Math, Sci and SS teacher is. We all know it’s most often one in the same, but districts must break that out. Courses may have to be create on your server
7. require an important process assigning students to the correct teachers in sections. One very helpful technique is something called dependent sections. Enrolling a student in HR could also enroll them in all 4 core academic subjects and all their specials plus lunch using this concept. PDS has assisted with scheduling during the summer (remotely and onsite if required)

### ***Report Cards***

1. must be created there are no canned standard based report cards within PS
2. should be created and shared before the end of the year to teachers/parents
3. should represent your academic/social emotional expectations and need not be multiple page curriculum guides
4. real estate often creates opportunity for discussion such as:
  - *Why does ELA get 15 standards and PE only get 4?*
  - *Why does ELA standards appear on Page 1 and Music is on Page 2*
  - *Should we place the social emotional standards on Page 1*
5. examples are available on the PDS Site
6. at this time, are created with the object report editor within PS ***OR*** a third party software like ParkBench’s Visual PST ( there are others!) Report Works may eventually replace the object reports editor
7. must be create per grade and it is highly suggested that all standards for the entire year are displayed on each report card . Having term specific report cards is FAR MORE WORK and provides parents no access to prior grades without finding last terms report card



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### ***Report Cards (continued)***

8. often require multiple pages, you may want to consider purchasing duplex printers to save paper
9. are not really shareable between districts due in part to the code behind pulling the standards to the page. You certainly can select another districts style, but the report card must be coded to your standard identifiers and the # of them per content area and grade level

### ***Web Gradebook***

1. is a java applet that that teachers launch after logging into PowerSchool
2. at this time doesn't have the capability of not displaying standards not assessed in a given term
3. at this time, teachers must the reporting term, it doesn't default to the current term
4. will require professional development for your teachers
5. will require district policy on averaging standards associated to assignments on multiple occasions- Setting policy in PT Admin for the district
6. allows teachers to change between classes they teach – at the elementary level a self contacted HR teacher can switch between Math, ELA, Sci and SS subject which provides them access to subject matter standards. Specialist like an Art teacher can switch between the many sections he or she may have
7. at this time, provides teachers with two modes – assignments and final grades – the final grade mode is where teachers enter grades for standards that populate the yet to be create report cards.
8. at this time , assignment mode allows teachers to create a variety of assignments and grade them. These grades DO NOT auto populate the report card but could be shared through the parent portal
9. at this time, provides teachers with some short cuts to fill scores down saving them keystrokes for each standard or assignments for all students
10. also provides teachers will demographic information for their students
11. is best taught to your teachers by one of your teachers

### ***Course(s)***

1. may not have been created during implementation as some schools want only to be up and running to take attendance only
2. numbers should follow some sort of schema that works for your district
3. numbers can be multiple digits in length and often the last digit at the elementary level indicates the grade level
4. numbers that are five digits in length can have the first two digits represent the content area, middle digit a school identifier and the last two can be used for the grade level (65100: Art – school 1 grade level K, 95603: HR, school 6, grade level 3)
5. are being added throughout the country at the elementary level in the core academic areas (ELA,Math, Sci, SS) to meet the requirements of their state's Dept of Education.