

## Medford School District 549C

Secondary Report Card Developmental Framework					
Define Purpose	Develop Reporting Standards	Essential Steps in Development	Establishing Performance Indicators	Developing the Reporting Form	Piloting and Testing
<ul style="list-style-type: none"> <li>• Design team creates a Comprehensive Grading and Reporting System document.</li> <li>• Design team creates purpose of report card statement.</li> </ul>	<ul style="list-style-type: none"> <li>• Design team identifies reporting standards in core areas. Other areas will develop theirs in their PLC's.</li> <li>• PLC's prioritize standards. Then district alignment to finalize priority list.                             <ul style="list-style-type: none"> <li>○ Individual</li> <li>○ Team- PLC</li> <li>○ District</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• PLC's create a sequence of instructions indicating which priority standards are covered in which quarter.</li> <li>• Attach priority standards to corresponding reporting standard.</li> <li>• For each priority standard, PLC's must determine a proficiency level through the creation of rubrics ★ and assessments ★</li> <li>• Design team identifies 4-6 process standards and design rubrics for each.</li> </ul>	<div style="border: 1px solid black; padding: 5px; display: inline-block;"> <b>Areas in development</b> </div>		
			<ul style="list-style-type: none"> <li>• Levels of performance</li> <li>• How levels will be labeled</li> <li>• Teacher comments?</li> <li>• Arrangement on the report card</li> <li>• What will we expect parents and students to do with the report?</li> <li>• What policies need to accompany new reporting procedures?</li> <li>• When do we include parents and students?</li> </ul>	<ul style="list-style-type: none"> <li>• Special cases: SPED TAG ELL Interventions</li> </ul> <p>Report on progress, product, and progress.</p>	<ul style="list-style-type: none"> <li>• Format, organization, and graphic layout</li> <li>• Tech considerations</li> </ul>

### TIMELINE 2012-2013

When	What	Deliverables
1st Quarter	<b>Identify Reporting standards</b>	<b>List of reporting standards</b>
2nd Quarter	<b>Prioritize Standards- Staff training Individual PLC then district alignment</b>	<b>List of priority standards</b>
end of 3rd quarter	<b>Check Point- administrators will check in with PLC's to make sure all are on track</b>	<b>Principals gather deliverables. Get copy to Curriculum Office</b>
Second Semester	<b>Divide priority standards by content areas in to quarters. Meet to align at district level at least by semesters. Begin to develop rubrics and assessments. by the end of 4th quarter have rubrics and assessments created for first and second quarter of 2013-2014</b>	<b>Copy of rubrics and assessments and map of quarters with priority standards attached.</b>