Standards-Based Grading Setup

PowerSchool's support of standards makes it possible for teachers to apply standards-based grades to assignments and for PowerSchool admin users to generate reports and spreadsheets containing standards scores. Teachers can continue to use traditional grading procedures on assignments—evaluating by percentage, points and/or letter grades such as A, B, and C—while addressing district- or state-mandated standards grades on the appropriate standards alpha or numeric grade scale. PowerSchool can also align sets of district, state, and national standards to each other.

After completing this course, you will be able to:

- Determine the best way to set up and use standards for your school

- Identify the impact of standards setup on routine tasks

- Import and create a set of standards in PowerSchool

- View standards scores in the gradebook

- Print reports and access PowerSchool pages showing students' standards scores

Preparing for Standards

How you set up standards in PowerSchool depends on the way you intend to use standards in grading and reporting. As you get ready to set up standards in PowerSchool, be sure to work with your district's curriculum director to determine the best way to set up and use standards in your district or school. Refer to the rubrics teachers use to grade assignments when setting up grade scales in PowerSchool. List the standards in a spreadsheet if you plan on importing them into PowerSchool. Determine which teachers need to view and record standards scores in the gradebooks, as well as which reports you need for communicating about students' standards scores.

Working with Standards

District leaders implement the standards-based grading features in PowerSchool to measure student progress and achievement. As a PowerSchool administrator, you are responsible for the setup of course standards at the district level. After setting up standards in PowerSchool, teachers can record standards grades for each grading term and record standards grades associated with assignments.

When teachers record scores in PowerTeacher Pro, they can associate the scores with standards created at the district level. Then, when they enter student scores for the standards on an assignment, PowerTeacher Pro automatically calculates a standards final grade. The calculation method is configurable, and there are a variety of grading options available, derived from best practices in standards-based grading. At any point, the teacher can also manually override the calculated standards final grade, when appropriate. PowerTeacher Pro sends standards final grades back to PowerSchool, and inserts them in the standards grades tables.

Note: Teachers using PowerTeacher Pro should not use PowerTeacher Portal to enter final grades. You do not need to set up anything on the Final Grade Entry Options page within the School Setup section of PowerSchool.

Working with Standards in PowerSchool

Before using standards in PowerSchool, understand what your district wants and is expected to report to a board of education, superintendent, or the state Department of Education (DOE). There is no need to define different standards or benchmarks at every grade level if you are not expected to report that information. For example, the Wyoming DOE requires schools to report student progress at the fourth-, eighth-, and eleventh-grade levels. Schools in Wyoming often select to have all teachers match their assignments to only those benchmarks unless their local DOE requires it at every grade level. Kindergarten through fourth-grade teachers can align to the fourth-grade set of benchmarks; fifth- through eighth-grade teachers can align to the eighth-grade set; and so on.

Important: If each grade level does use and report on different standards, then standards should be created by grade level.

Grade Scales

Mastery of standards is typically scored against a rubric, or a review of criteria, rather than by a more objective count of the number of correct answers. Below is a sample rubric used by Elk Grove USD in Elk Grove, California to assess student progress on Common Core Standards.

CA Common Core State Standards (CCSS) Alignment

Elk Grove Unified School District – Opinion/Argument Rubric, Grade __4__

	4 (Above Grade Level)	3 (At Grade Level)	2 (Approaching Grade Level)	1 (Below Grade Level)
Focus/ Opinion CCSS*: ➤ W – 1a ➤ W – 1 b ➤ W – 4	• Responds skillfully to all parts of the prompt • States an opinion that demonstrates an insightful understanding of topic/text	• Responds to all parts of the prompt • States an opinion that demonstrates an understanding of topic/text	• Responds to most parts of the prompt • States an opinion that demonstrates limited understanding of topic/text	• Responds to some or no parts of the prompt • Does not state an opinion and/or demonstrates little to no understanding of topic/text
Organization CCSS: ➤ W – 1a ➤ W – 1c ➤ W – 1d ➤ W – 4	• Organizes ideas and information into purposeful, coherent paragraphs that include an elaborated introduction with clear thesis, structured body, and insightful conclusion • Uses linking words, phrases, and clauses skillfully to connect reasons to opinion	• Organizes ideas and information into logical introductory, body, and concluding paragraphs • Uses linking words and phrases appropriately to connect reasons to opinion	• Organizes ideas and information in an attempted paragraph structure that includes a sense of introduction, body and conclusion • Uses some linking words and/or phrases to connect reasons to opinion but simplistically	• Does not organize ideas and information coherently due to lack of paragraph structure and/or a missing introduction, body, or conclusion • Uses no linking words or phrases

Each value in the rubric translates to a value in a grade scale. Grade scales in PowerSchool define the number of GPA points awarded for each value of a rubric score. Below is an example of a rubric grade scale that illustrates how each grade is associated with a cutoff percentage, or minimum score for the grade, and the equivalent grade value, a number that is used in calculations.

Grade	Grade Points (GPA)	Cutoff %	Grade Value
4	4.0	90	95
3	3.0	80	85
2	2.0	70	75
1	1.0	60	65
0	0	0	59

For teachers who use PowerTeacher Pro, a district administrator can indicate which standards for each course will be included in students' final grades. At the end of the term, students will receive GPA points and credit.

Activity 1 – Creating a Standards Rubric Grade Scale

Create an alpha grade scale for teachers to use for standards-based grading.

1. On the District Office Start Page, click **District** > **Grade Scales**

2. Click **New**

3. Enter the name of the grade scale, such as `Standards Rubric`, followed by your initials

4. Open the Type menu and choose **Alpha**

5. From the Use menu, choose **Standards**

6. Enter a description of the grade scale, such as `Use for standards grading`

7. To create an rubric scale, enter `E,M,A,B` in the "Enter Starting Grade Scale Items" field

8. Choose the starting number of colors, such as **4**

   Grade scales include color levels for each item in the scale. Grade scale color levels provide a consistent visual indicator of student progress that can be aligned across all different types of grade scales. These color levels are used on the Progress pages in PowerTeacher Pro and in other parts of PowerSchool, such as in the At Risk Student Dashboard.

9. Click **Generate Table**

10. For each grade in the scale, enter a description

    For example, enter `Exceeds Standard` for the highest grade, `Meets Standard` for M, `Approaches Standard` for A, and `Below Standard` for B.

11. Check all check boxes in the Teacher Scale column so teachers can use the items in this grade scale

12. Set the Cutoff percentages (the final calculated percentage that the student must meet or exceed in order to receive that grade/label as a final grade) as follows: E = `76`, M = `51`, A = `26`, and B = `0`

13. Set the Grade Values (the percentage used for calculations when this grade is entered as an assignment score) to: E = `100`, M = `75`, A = `50`, B = `25`

14. Use the menus in the Color Levels column to edit the colors associated with the grades

15. When you've finished making changes, click **Save**

A special codes scale may be used in conjunction with any grade scale you create. For example, you may create a special scale that includes alphanumeric score codes, or you may create one that includes codes such as "NC" for no credit, or "W" for withdraw. When you associate a regular grade scale with a special scale, teachers can access all of the items on both scales.

Setting Up Standards

In PowerSchool, you categorize all standards, benchmarks, or outcomes as standards no matter who developed or authored the standard. Standards are associated to specific courses, and can be academic or behavior-related. For example, it's possible to create an academic benchmark such as "Knows Colors," and to create benchmarks that support an academic-based calculated final grade, the type of standard more commonly used in middle schools.

Set up standards at the district office so that teachers at any school in the district can use the same standards. Create standards one at a time or import standards using a spreadsheet. Before you import standards, create a few standards manually to gain an understanding of how many columns will be required in the spreadsheet.

Associate a course number to the standard. Teachers see only the standards assigned to their classes, along with the appropriate rubric score. The course numbers limit which standards the teachers see.

After you finish entering standards, navigate to **District** > **Standards** > **List Standards**. Click **Expand All** to see an overall view of the standards you created. Or, navigate to **District** > **Standards** > **Custom List** to search for standards by keyword, identifier, name, or level.

Standards Organization

Standards follow an organizational method. To organize each standard correctly and define how the standards are sorted, enter an identifier and a parent standard. The following table is an example of how an elementary school organizes standards.

Standard Identifier				Standard Topic	Parent Standard
Level 1	Level 2	Level 3	Level 4		
WE				Washington Elementary	
	1			First Grade	WE
		1.M		Mathematics	1
			1.MD	Measurement and Data	1.M

In this example, the first grade math standard has an identifier of 1.M. The lower-level Measurement and Data topic standard has an identifier of 1.MD. Beginning each standard identifier with the number 1 organizes all of those standards under the First Grade standard topic. Then, enter a parent standard to identify which higher-level standard each lower-level standard should be listed under.

The standard level auto-assigned to each standard is based on the value you enter for the parent standard. When you don't enter a parent standard, the standard will be identified as Level 1. PowerSchool auto-completes the Level field; you cannot edit or assign the level manually. Assign the standard a sort order to organize the standards within the parent standard list.

Next Year's Standards

The list of standards is available for only the current year. When you perform the End of Year process, next year's standards will be created automatically. By having standards associated to a specified year, you can edit standards information for one year and keep past standards data intact.

You have one additional option when working on next year's standards. If you choose to work on standards data prior to the End of Year process, create next year's standards list manually. Navigate to **District** > **Standards** > **Manage Next Year**, and click **Create Standards List**. Your current standards will be copied to next year and you can start making changes.

Activity 2 – Creating a New Standard Manually

You're ready to start creating the first-grade standards. The First Grade parent-level standard has been created already. Now, create three subject standards (Reading, Writing, and Mathematics). Before you begin, look at the district course list and find an active course number by clicking **District** > **Courses**.

1. Open the Sample Standards PDF file and determine which standards to use

2. On the District Office Start Page, click **District** > **Standards** > **List Standards** > **New**

3. In the Name field, enter `[xx] Reading`, replacing [xx] with your assigned number

4. Enter the identifier using the grade level, the subject initial, and your assigned number, such as `1.R64` for the Reading subject with an assigned number of 64

   Since these subject standards apply to a higher-level grade level standard, don't forget to begin the identifier with the grade level. Since this subject standard is for 1st grade, the identifier starts with 1.

5. For the Parent Standard field, enter `1`, since 1 is the identifier for the First Grade standard

   Notice that the Level field now contains a value.

6. For the Sort Order Within Parent field, use the default value of **1**

7. Verify the standard is active

   When you clear the Is Active check box to make a standard inactive, the standard record remains in the PowerSchool database. Standards records cannot be deleted. To make an inactive standard unavailable in the gradebook, you would also clear the Primary Courses field.

8. For the description, expand upon the name you created in step 3

9. In the Courses field, enter the course number from the district course list

   As you begin entering the number, a list of courses will appear from which you can select the course name.

10. In the Subject Area field, enter `Reading`

11. For the conversion scale, choose `Elementary Rating Scale-4321`

    If teachers use PowerTeacher Gradebook, choose a conversion scale.

12. For the grade scale, choose the alpha grade scale you created in Activity 1

    If teachers use PowerTeacher Pro, choose a grade scale.

13. If teachers will be scoring the standard, check **Teachers Score this Standard**

14. Check **Include Comments** to include the comment field in the gradebook

15. Change the maximum length of the comment, if desired

16. To allow the standard to be included in PowerSchool reports or standards-based report cards, make sure the Exclude From Reports check box is cleared and then click **Submit**

17. Repeat these steps to set up the next standard

Standards in a Spreadsheet

Creating standards manually helps you understand all the important standards fields. Now that you've created a few standards manually, use a spreadsheet to complete the rest.

The spreadsheet you create for importing standards must be saved as a text file and contain columns for all the fields that make up a standard. The easiest way to create the spreadsheet is to use the Data Export Manager to export the standards that you have created already. Keep in mind that you can also use Data Export Manager to edit standards from within PowerSchool. (See the bonus activity at the end of this course to learn how.)

Save time by exporting the standards first, so the fields' names will become column headings. It is recommended that you export the fields in the following order:

Identifier
ParentStandardIdentifier
Name
DisplayPosition
ConversionScaleID
GradeScaleItemDCID
IsAssignmentAllowed
IsCommentIncluded
MaxCommentLength
IsActive
YearID
IsExcludedFromReports
SubjectArea
PrimaryCourses
Description

You need a lot of information for every standard that you enter in PowerSchool. Naming conventions should be logical and easy to understand. If you need to add more details about the standard, use the Description field.

When setting up the spreadsheet for importing, group standards by the parent standard identifier. Place the parent standard on a row before the lower-level standards, otherwise you'll need to import the file multiple times. For example, create a row for the First Grade standard. Then create a row for the Mathematics standard. Finally, create rows for the math topic standards.

The simplest way to create the spreadsheet is to export the standards you've entered into PowerSchool manually. Once you export the standards data from PowerSchool, take notice of the values in the IsAssignmentAllowed and IsCommentIncluded columns. In the IsAssignmentAllowed column, enter **1** for all standards that teachers will assess. In the IsCommentIncluded column, enter **1** for standards that can include a comment entry in the gradebook. When you enter the number 1, it means yes, while the number 0 means no.

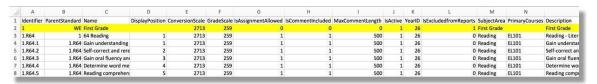## Activity 3 – Completing the Standards Spreadsheet

Now you're ready to complete the standards setup using a spreadsheet. Use the template in your activity files as a starting point for the spreadsheet and add the other standards. Before you begin, find the ID for the Elementary Rating Scale-4321 conversion scale or the DCID for the grade scale you created in Activity 1. Use the conversion scale ID if teachers use PowerTeacher Gradebook. Use the grade scale DCID if teachers use PowerTeacher Pro.

1. On the Start Page, click **District**

2. To find the conversion scale ID, click **Standards** > **Conversion Scales** and record the ID for your conversion scale

3. To find the grade scale DCID, click **District** > **Grades Scales** and record the DCID for your grade scale

4. Open the file named Standards_Import_Template in the course activity files

   Use the standard already listed in the template as an example for how to complete the fields.

5. Change the identifier, name, and conversion scale ID or grade scale DCID to match the information you entered earlier for your new Reading standard

6. Open the Sample Standards activity file

7. Add the topics for the Reading standard to the Excel spreadsheet

   Add several standards from the Reading, Writing, and Mathematics subject areas. You don't have to enter all the standards listed, but make sure the subject standard is listed before the topic standards. Use the Fill Down feature to expedite the process. Your spreadsheet should look similar to the one shown here:

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	
1	Identifier	ParentStandard	Name	DisplayPosition	ConversionScale	GradeScale	IsAssignmentAllowed	IsCommentIncluded	MaxCommentLength	IsActive	YearID	IsExcludedfromReports	SubjectArea	PrimaryCourses	Description
2	1		WE First Grade		2713	259		0	0		1	26		1 First Grade		First Grade
3	1.R64	1	64 Reading	1	2713	259	1	1	500	1	26	0	Reading	EL101	Reading - Liter
4	1.R64.1	1.R64	Gain understanding	1	2713	259	1	1	500	1	26	0	Reading	EL101	Gain understar
5	1.R64.2	1.R64	Self-correct and rere	2	2713	259	1	1	500	1	26	0	Reading	EL101	Self-correct an
6	1.R64.3	1.R64	Gain oral fluency and	3	2713	259	1	1	500	1	26	0	Reading	EL101	Gain oral fluen
7	1.R64.4	1.R64	Determine word me	4	2713	259	1	1	500	1	26	0	Reading	EL101	Determine wor
8	1.R64.5	1.R64	Reading comprehen:	5	2713	259	1	1	500	1	26	0	Reading	EL101	Reading compi

8. Since the Reading parent standard exists in PowerSchool already, delete the row containing that standard to exclude it from the data that will be imported

9. Save the file

To expedite adding or editing standards in the file, save the file in Excel format. However, when you're ready to import the file into PowerSchool, save the file in text (tab delimited) format as a .txt file.

Standards Import Files

Before importing the data in the spreadsheet, check the following items to ensure the import goes smoothly:

- Parent standards are listed before the lower-level standards

- The DisplayPosition fields for lower-level standards include the correct numbers so that they'll be sorted correctly within the parent standards

- Every standard has a conversion scale ID or a grade scale DCID

- In the IsAssignmentAllowed column, enter 1 for all standards assessed by teachers

- In the IsCommentIncluded column, enter 1 if teachers can enter comments for the standard

- In the IsActive column, enter 1 for all standards that are active for the current year

- In the YearID column, enter 26 (or the current year ID)

- The subject areas are included in the SubjectArea columns

Once the spreadsheet is complete, use the Data Import Manager to import the information into PowerSchool.

Part of the import process is mapping the fields. Mapping the fields ensures that the fields in your spreadsheet match the data fields in PowerSchool. If a name in the import spreadsheet differs from the fields in PowerSchool, choose the correct field from the menus.

After the import, verify that you imported the standards correctly by searching for the standards on the district Custom Standards List page or by creating a custom search on the district Custom List Settings page.

If you weight specific course standards, or set up the auto-calculation of specific lower-level standards into higher-level standards, you can create an import spreadsheet that contains the information and import the data into the Standards: Course Weights table.

Activity 4 – Importing Standards

Now that you have a file that contains standards, import the file into PowerSchool.

1. On the District Office Start Page, click **Special Functions** > **Importing & Exporting** > **Data Import Manager**

2. Click **Browse** or **Choose File** to locate the file to import

   Make sure that you saved the file in text (tab delimited) format.

3. Choose the Standards_Import_Template.txt file to import

4. From the Import Into menu, choose **Standards: District List**

5. Click **Next**

6. Verify that the columns from the import file match the PowerSchool Field menus

   If you have created the template correctly, all the fields will line up. If a name in the import template differs from the fields in PowerSchool, you can choose the correct field from the list.

7. Click **Next**

8. Under Select Options, select **Check to exclude first row**

9. Select **Do not process record** so that any existing records that may match records in the import file are not processed

10. Select **Create a new Longitudinal ID** since the spreadsheet contains all new standards

11. Click **Import** > **Refresh**

    Verify the correct number of standards is listed in the Imported section.

Activity 5 – Searching for Your New Standards

With the standards entered into PowerSchool, check to make sure they loaded correctly. Follow these steps to store a custom search for particular standards.

1. On the Start Page, click **District** > **Standards** > **Custom List Settings**

2. From the Identifier menu, choose **$** (the $ represents a "contains" search)

3. Enter your identifier in the text box, such as `R64`

4. From the first Level menu, choose **>=**

5. From the second Level menu, choose **2**

6. For the Active Status option, choose **Active**

   To search for inactive standards, choose **Inactive**.

7. Use the default selections **Identifier**, **Level**, and **Name** as the columns to show

8. Click **Submit** to see a list of the standards that match your search

   Now when you want to see this list of standards again, click **Custom List** on the district Standards page. Also, you could quickly find the standards on the List Standards page. In the Search field, enter your assigned number and click **Apply**. The standards will appear below the filter.

Scoring Standards in PowerTeacher Pro

Teachers can associate an unlimited number of course standards to each assignment in PowerTeacher Pro. These standards are assigned to the course by district leaders. Having these standards in PowerTeacher Pro helps the teacher align classroom assignments to standards. Final standards grades are calculated automatically from the standards scores that teachers enter on assignments in PowerTeacher Pro. The final standards grades for each reporting term in PowerTeacher Pro are then shared with PowerSchool automatically. PowerSchool admin users can then report on the standards grades student-by-student or by group. If the same standard is assessed for a student by more than one teacher, PowerSchool admin users can also report on the average grade or highest grade that the student received on the standard.

PowerTeacher Pro Calculations

For PowerTeacher Pro users, calculation formulas and grading preferences are set up at the district level for one or more schools. (If permitted to, teachers can edit some of the calculation and grading preferences in PowerTeacher Pro.) Create a calculation formula for a selection of schools for the reporting terms in each term of the school year.

To set up a calculation formula, click **District** and then click **PowerTeacher Pro Settings**. On the PowerTeacher Pro Settings page, click **Traditional Grade Calculation Formulas** and add a new formula. Enter the name and description of the formula and then select the schools that will use it. Then, for the first scheduling term, such as the year term, click the Edit icon next to the first reporting term that will be included in the calculation. To calculate a student's final course grade based on final grades from the standards aligned to the course, open the Type menu on the Formula tab and choose the Standards method. When setting up the method, select the metric—Mean, Median, Mode, or Highest—that will be used to calculate the overall final grade, or select either the Specific Weighting or Specific Sum attribute. Then click **Submit**.

If you choose Standards as the method and either the Specific Weighting or Specific Sum attribute, define the standards weights and auto-calculation settings for each course on the District-Standards tab of the Courses page at the district level.

The following table defines how student's final grades are calculated using each of the standards metrics or attributes.

Metric or Attribute	Description
Mean	The mathematical average of the standards scores
Median	The middle of the scores (half of the scores are above this number and half are below)
Mode	The most common score achieved
Highest	The highest score
Specific Weighting	The scores are averaged together using the weights assigned to the course standards (weighted mean)
Specific Sum	The scores are added together using the weights assigned to the course standards, but they are not averaged (International Baccalaureate (IB) Americas schools that have Middle Years programs typically use this option)

To define the standards grade preferences, on the PowerTeacher Pro Settings page, click **Standards Grade Preferences**. Use the settings on the Standards Grade Preferences page to control how standards final grades are calculated and shown in the gradebook. Click the name of a school to:

- Set the default calculation method for standards grades

- Set the number of scores to include in the calculation, and their relative weighting

- Configure higher-level standards grades to be calculated automatically from lower-level standards grades

- Define whether or not teachers can edit the settings in the gradebook

- Copy the settings to other schools

For more details on how to set up grade calculation formulas and standards grade preferences, take the PowerTeacher Pro course for administrators.

Decisions About Standards Grading in PowerTeacher Pro

How a student's final standards grade is calculated depends both on the grade scale associated with the course and assignment, and with the preferences that have been set at district, school, term, and teacher levels. District and school administrators determine whether or not teachers can edit the standards grading preferences.

Decision points that impact standards grades include three basic considerations:

- Which scores count in the final grade?

- How many scores count in the final grade?

- Are grades for higher level standards automatically calculated from scores on lower level standards?

Other decisions affect term grades, including whether or not standards are part of the overall class grade calculation.

It may make sense for the district to set the broader grading structure like term grade calculations, but make it possible for teachers to exercise their professional judgment about which scores and how many scores to include since they'll know how many assignments were given during the term.

Choosing a Calculation Type

In traditional grading, it's common for teachers to average all grades for a term to arrive at a final grade. That approach is also possible with standards. However, since standards represent a learning target rather than a specific task, other measures of progress may be more appropriate. PowerTeacher Pro provides the ability to choose from among these default grade calculation measures:

- Most Recent Scores

- Mean

- Median

- Mode

- Weighted Mean

- Highest

- None

The philosophy behind the general default method of Most Recent Scores is that students gradually master a standard. They're unfamiliar with the information, skills, or concept at the beginning of the term, but improve toward the end. So, the thinking goes, the most recent scores are the most accurate reflection of the student's current proficiency.

However, the other methods also have value. The table below illustrates when each type of measure might be useful, and when they might not.

Calculation Method	When to Use It	When Not to Use It
Mean (the average of scores)	When you have equally important scores at each period of time, and the learning is not cumulative. For example, in History, final unit test scores on unit 1, unit 2, and unit 3 may all be independent. In that case, using the mean (or average) could be a good choice.	When students are introduced to a new concept and the learning is cumulative over time. For example, students start out not understanding a concept, but over the term they get it. Averaging their initial scores (where they were unfamiliar with the work) with their final attempts (when they understood the concepts) may not be the best measure. For example, consider the following scores: 20%, 30%, 40%, 95%, 100%. In this case, the student likely did not understand the concept at the beginning, but by the end they got it. The average here is 57%, which may not be the most reflective of their proficiency at the end of the term.
Weighted Mean	The weighted mean is better than the mean when assignments with high weighted points possible should be counted more heavily.	When all standards scores are valid indicators of performance, the teacher may not care about the specific points possible. This is especially true if there are high point value assignments from early in the semester, and the students have grown tremendously since that time.
Median	When you have multiple data points, and students have been given lots of chances to demonstrate mastery. It allows the student to overcome their initial attempts when they don't understand at the beginning, because only the middle score is used. Some people consider this	When there are only a few data points. In that case, the middle number can simply be luck. Or, when the learning is cumulative, where the students know much more at the end of the term, and their proficiency is significantly better across the board than at the start. For example, consider the following scores: 20%, 30%, 40%, 95%, 100%. In this case, the student likely did not

Calculation Method	When to Use It	When Not to Use It
	one of the most consistent measures of performance. This measure throws out high and low outlying scores. For this reason, housing price data is usually listed in terms of the median sales price. There are extremes at either end that can skew average.	understand the concept at the beginning, but by the end they got it. The median (or middle number) here is 40%, and may not be the most reflective of their proficiency at the end of the term.
Mode	When you have a small range of possibilities. For example, when using letter grades A,B,C,D,F, or a 1-4 scale, there are only a limited range of score options. If a student's scores are A, D, A, B, A, the most frequently occurring value is A.	When there are multiple possible scores, and it is unlikely for the exact score to be consistent. For example, this is not a good measure for percentage scores. Example percentage scores: 90, 91, 25, 100, 99, 81.5, 98, 97, 25, 96, 94. In this data, the mode is 25%. The average is 81.5%. The median is 94%.
Highest	When the student's highest level of demonstrated proficiency is a good indicator of what they know and can do. When assessments are in-depth and highly reliable. In these cases, many districts believe that the student's highest score is a good indicator.	When the highest score could be based on chance or lucky guessing. For example, on multiple choice tests, the student could have guessed right on several questions by chance, boosting their highest score. For example, one student's results for one standard assessed on 5 multiple choice tests were as follows: 70, 95, 70, 70, 70. Although the student did get a 95 once, this score may not be the best reflection of the student's actual level of proficiency on this standard.
Most Recent	When the learning is cumulative, and the students will demonstrate a much higher level of proficiency at the end of the term than at the beginning. In these cases, it makes sense to focus on the most recent scores as a reflection of the student's proficiency.	When some of most recent scores themselves are anomalies. For example, if a student recently was very ill, or experienced some other phenomenon, then the most recent scores may not be reflective of their actual proficiency. This is usually assessed student by student to determine if the most recent scores are accurate. It can also happen when the most recent assessment is not as detailed or reliable as earlier

Calculation Method	When to Use It	When Not to Use It
		assessments, or there were other distracting factors. For example, students have lots of good quizzes and a unit test with reliable data. That was followed by in-class review worksheets. Half of the students were distracted while completing them because there was construction going on outside. In this case, the most recent data may not be the most reflective.
Specific Weight	Values entered in the weight field for standards related to the course are used to determine which standards grades will be averaged to produce the course grade as well as how much each standard grade will be weighted in that calculation.	If you want to weigh all of the standards assessed by the student to determine a final grade. For calculating a final standards grade, you want all direct child standards to calculate to the parent. For calculating a final traditional grade from standards, you want all standards assessed for the student to be included in the calculation.
Specific Sum	For use with numeric grade scales. Values entered in the weight field for standards related to the course are used to determine which numeric standard grades will be summed to produce a numeric course grade, as well as how many times they will be counted. For example: The course standard has a weight of 2, numeric value of the standard grade is 3, sum value for that standard grade is 6. Course or section grades scales will often allow higher numeric values than those assigned to the standards being summed to allow for more meaningful summed totals. For example: A standard	You do not want to have a separate scale where specific summed standards grades are evaluated against a larger maximum range.

Calculation Method	When to Use It	When Not to Use It
	has a numeric 1-4 grade scale. The related course where the grade is being summed might have a 1-20 numeric grade scale so that up to 5 standard grades can be summed into the course grade for a maximum course grade of 20.	

Important Usage Note: In PowerTeacher Pro, you can mark any score as Exempt. If a student was sick during the last quiz, you can exempt this score. The most recent calculation will then ignore that score, and use the previous score. In this manner, you can use the most recent scores, while still exempting any scores that are not good reflections of the student's learning.

Standards-Based Grading Options in PowerTeacherPro

In PowerTeacher Pro, teachers select the appropriate standards to be assessed on each assignment. Using either the Assignments or Scoresheet pages, teachers enter student scores for the standards on an assignment. Then a standards final grade for each student is calculated automatically, based on the calculation method set up at the district level. When appropriate, the teacher can manually override the calculated standards final grade.

To view individual student performance on standards, teachers click **Students**, select a student, and then select **Standards Progress** from the Quick Menu. To view class progress of standards, teachers select a class, click **Progress**, and then click **Standards**. Whether they are viewing individual student or class progress, teachers have access to graphical displays that make it easy to see whether or not students are demonstrating mastery of the standards.

The standards final grades are sent from PowerTeacher Pro back to PowerSchool, and they are inserted in the standards grades tables. There is no need for a district using PowerTeacher Pro to store standards grades. PowerTeacher Pro inserts the standards final grades in the proper location for use in PowerSchool report cards and other items.

For more information on how teachers enter standards scores and track standards progress, take the PowerTeacher Pro course for teachers.

Viewing and Reporting Standards Scores

Once a teacher has entered standards grades, the grades are available immediately in PowerSchool. You can choose several different ways to view standards grades and run reports on standards.

- Navigate to the Quick Lookup student page and click the Standards Grades tab

  Parents and students see the same information on the Grades and Attendance page. For PowerTeacher Pro sections, parents, students, and administrators can also click a final grade to see the flags (or score indicators) for the student's assignments and to see the standards score information. Then they can click the Standards icon to view the standards aligned to an assignment.

- Navigate to the Standards student page to review standards scores organized by section, or to change the student's historical standards final grades and comments

- Use the ReportWorks template (Standards Report Card) to create a standards-based report card (for PowerTeacher Gradebook users)

- Use the Standards object to create an object report that contains standards grades (for PowerTeacher Pro users)

- Run the Individual Student Report in PowerTeacher Pro for standards-based assignments and final grades

  Include all of the students and course grades.

- Access Data Export Manager to export the standards data when the built-in reports aren't enough or you need to analyze data in different ways

Activity 6 – Viewing Student Standards Grades in PowerSchool

Select a group of students and view their standards grades. Follow the steps below to view standards grades for each student using the Quick Lookup page.

1. Switch schools to a school with standards grades

   For example, click **School** and select **Washington Elementary**.

2. On the Start Page for the school, select a group of students to work with

   For example, select **5** in the search area to select fifth-grade students.

3. Click the Select Function arrow and choose **Student Screens**

4. From the menu, select **Quick Lookup** and click **Submit**

5. Click one of the student's names on the left to go to that student's Quick Lookup page

6. Click the Standards Grades tab

7. Click the arrow next to a course name to view the student's standards grades

8. From the student list, choose another student to work with

9. Click the arrow next to the student's name to navigate away from the group and go to this student's collection of student pages

10. In the Academics section, click **Standards** and click the arrow next to a course name to view the student's standards grades

11. When finished, return to the Start Page by clicking **PowerSchool**

Creating a Standards Report Card

Now you're ready to work on the standards-based report card. You have access to standards scores in two reporting features: ReportWorks templates and the Standard object in object reports. PowerTeacher Gradebook users can use both options, while PowerTeacher Pro users can use only object reports to create standards-based reports cards. Explore both features to learn which is better for your reporting needs. To learn more about using object reports, take one of the courses about that topic.

ReportWorks Template

When choosing to work with standards in ReportWorks, use the Standards Report Card template to create a standards-based report card that includes standards final grades from PowerTeacher Gradebook.

After creating a project based on the template, verify that the boundaries selected will search the grades data objects you'll need for the report. For example, change the year ID filter to search the current year. Use the runtime controls to set the school you want to work with, to use the current student selection, and to select which standards you want to appear in your project.

As you make changes, preview the report to see how your changes look before completing the project. For example, you may want to change the project layout by adding additional student or school information. Also, verify that the Filter Expression field has the correct subjects. Main standards, such as Reading, will be listed first, followed by the first Reading sub-level standard, which lists the detailed individual standards.

When you've finished making changes, publish the project to PowerSchool so staff can run the report.

Standards Object

When choosing to create an object report, add the Standard object to include standards-based grades. When you add the Standard object to the report, you insert a box containing all the standards for which the student has received a grade.

This type of report is called an object report because you build it by placing different types of objects on the page. The types of objects you can place are text, line, box, circle, transcript, standard, fee list, picture, and sequence. You use x- and y-axis coordinates to position text and to sequence objects on the page, giving you complete flexibility to build the report exactly how you want.

There are three sources of student data available for object reports: PowerSchool fields, data access tags, and student photos. Data access tags, or DATs, are codes that display "calculated" data. Enter a DAT to get the current date, a gender-specific pronoun, a student's age, teacher comments, and so on. You won't need all three sources for every report you create, but you will likely use all three types on a report card.

PowerSchool also includes example object reports that you can use to create a standards-based report card. To use one of the built-in object reports, navigate to the Object Reports page and choose one of the templates, such as **Example: Standard Report Card Using Levels**. Edit the objects as needed and then print the report for a selection of students.

Bonus Activity 1 – Creating a Standards-Based Report

Create a basic standards-based report using an object report.

1. On the Washington Elementary Start Page, click **System Reports** > **Setup** > **Object Reports**

2. Click **New** to create a new report

3. Enter **[xx] Standards Report**, replacing [xx] with your assigned number

4. For Margins, enter **0** in all the fields

5. Click **Submit**

6. Select your standards report

7. Select the Standard object by clicking **Standard**

   A completed object report will contain many objects for school information, student information, grading terms, lines, boxes, and even the school logo. For this activity, just put the standards in place.

8. Enter **.5** for left, **1.875** for top, **5.5** for right, and **8** for bottom

   The measurements you enter place the box on the page.

9. In the "Size, line height, style" fields, enter **11** and **14**

   Use any of the formatting fields to change the font and the information that appears on the printed report.

10. In the Columns section, below the Grade field, choose **Grade** from the next three Field menus

    The Column section already contains default information. Use the default values for now, but note that they aren't required.

11. In the Term field next to the first Grade field, enter **Q1** to include Quarter 1 standards final grades in the column

12. Next to the second Grade field, enter **Q2**

13. Next to the third Grade field, enter **Q3**

14. Next to the fourth Grade field, enter **Q4**

15. For all Grade fields, enter **.5** for the width

16. Click **Submit**

    Now print the report for a student.

17. Navigate to the Start Page and select a fifth-grade student

18. Click **Print A Report**

19. From the "Which report to print" menu, choose the standard report you created and click **Submit**

20. Refresh the report queue, if needed, and click **View**

    The report includes standards grades for each section that contains standards grades. The report may contain multiple pages.

Bonus Activity 2 – Exporting Standards with Data Export Manager

Now that you've completed the standards setup, take a moment to export your standards data so that you can take it home.

1. On the District Office Start Page, click **System** > **Page and Data Management**

2. In the Data Export section, click **Data Export Manager**

3. From the Category menu, choose **PowerSchool Data Sets**

4. Open the Export From menu and choose **Standards: District List**

5. Check the following fields one at a time in this order:

   Identifier
   ParentStandardIdentifier
   Name
   DisplayPosition
   ConversionScaleID
   GradeScaleItemDCID
   IsAssignmentAllowed
   IsCommentIncluded
   MaxCommentLength
   IsActive
   YearID
   IsExcludedFromReports
   SubjectArea
   PrimaryCourses
   Description

   To save the fields to be used in a later export, click **Save Template**. Enter a name for the template and click **Save as New**. Next time you need to export the standards, use the template instead of selecting the fields manually.

6. Click **Next**

   To edit standards from within PowerSchool, use the filters under "Select/Edit Records from Standards: District List" to search for and select the standards. Then click **Show Records**. To edit all of the selected standards, click **Edit All Filtered Records**. To edit an individual standard, click the pencil icon in the Actions column.

7. Click **Next** again

8. Change the export file name to standard_export.csv

9. From the Field Delimiter menu, choose **Comma**

10. Click **Export**

11. Save the file to your desktop

Key Points

- Organize district standards and create grade scales

- Create standards or import standards into PowerSchool

- View scores for standards in PowerTeacher Pro

- Access standards information in PowerSchool

- View and report standards grades