

Steps to completing your new SGOs

Steps 2-7 correspond to numbers on the attached forms to help guide you through the SGO creation process. Documents that need to be submitted to your administrators will be highlighted as such. Other documents are for your reference. Blank forms are at the end of this document and are also available from your building administration and on the district website under Curriculum, Student Growth Objectives.

1. Review the Quality Rating Rubric to familiarize yourself with the expectations of a quality SGO.
2. Fill in the easy stuff! All of this information refers to the SGO you are writing, so Grade, Course, and Number of Students refers to the number of students in this SGO, not everything and everyone you teach in the sequence of the day.
3. Fill in the Standards and Assessment Method box.

- a. First, briefly explain how this SGO will contribute to meeting the goal of addressing a *significant portion* of your course objectives.

This differs greatly from the State form. The State form asks for you *to name the content standards covered, state the rationale for how these standards are critical for the next level of the subject, other academic disciplines, and/or life/college/career*. This seems contradictory to asking you to cover a significant portion of your course objectives as you would be listing and commenting on an extensive number of standards to meet this requirement. This seems to be “overkill” as you will be noting individual standards as you evaluate your assessment and we felt it was unnecessary.

- b. Next, identify the assessment that you will be using for this SGO. You need to simply name it here, such as “Unit 1-3 cumulative assessment” or “Benchmark #4”.
4. Fill in Starting Points and Preparedness Groupings
 - a. Nothing needs to be noted next to Low, Medium, or High
 - b. In the Evidence Used box, note the types of information that were used to identify students for the three readiness groups such as, previous year’s report card, historical ASK scores, pre-assessment results, anecdotal records from first three weeks of class, first 3 quizzes, etc.
5. Fill in the Student Growth Objective box
 - a. State your SGO. There is a sample embedded in the box on the form to state your SGO
 - b. Fill in the table by noting the number of students in each preparedness group and that group’s target score on the assessment. Your number of students in each group should add up to the total number of students noted at the top of the page.
 - c. Keep a record of student names and their associated preparedness group!
6. Fill in the Scoring Plan
 - a. The Student Target Score blocks should be copied from the previous table.
 - b. Now it’s time to do the math! Use the percentages on the chart to give you ranges of student numbers. Start with the Full Attainment block. For example – if there were 14 students in the Medium group, then 70% of 14 is 9.8 and 84% of 14 is 11.76. So, 9-11 students (just drop the decimal) represent 70%-84% of my Medium group. That means to reach Exceptional, I need more than 11 students to reach their target. Do the same process for Partial. 55% of 14 is 7.7, so 7-8 students making target is Partial and less than 7 is Insufficient. My Medium box would look like this:

Preparedness Group	Number of Students in Each Group	Target Score on SGO Assessment
Low	6	70
Medium	14	80
High	8	90

Scoring Plan

State the projected scores for each group and what percentage/number of students will meet this target at each attainment level. Modify the table as needed.

Preparedness Group	Student Target Score	Teacher SGO Score Based on Percent of Students Achieving Target Score			
		Exceptional (4) >84%	Full (3) 70%-84%	Partial (2) 55%-69%	Insufficient (1) <55%
Low	70%				
Medium	80%	>11	9-11	7-8	<7
High	90%				

7. Approval of Student Growth Objective

- Check your SGO against the Quality Rating Rubric. Adjust as needed.
- That's it! It needs to be signed by you and your building principal.

8. Now move onto your Assessment Blueprint.

- Review the Assessment Blueprint Completion Guide and the sample Assessment Blueprint to understand the objective and the purpose of the document.
- Essentially the documents are asking you to:
 - Identify the standards assessed on your assessment tool
 - Determine the relative importance of each standard
 - Identify the questions on the assessment that address each standard
 - Identify the type of each question
 - Determine the Depth of Knowledge of each question
 - Note the point value on the assessment of the question
 - Calculate the total points and percentage of test for each standard
- The goal is to have a balanced, fair, comprehensive assessment. You want to see that the more important standards have the greater point values and percentage of the test. You want to see that different types of questions are used. You want to see a varied Depth of Knowledge among the questions, ensuring that there are a significant number of 3 and 4 rated questions.
- Review the "After Test Design Checklist"
- That's it, again!

Student Growth Objective Form



2	Name	School	Grade	Course/Subject	Number of Students	Interval of Instruction

Standards and Assessment Method

Briefly explain how this SGO will contribute to meeting the goal of addressing most of your content standards through your combined SGOs and identify the assessment tool to be used.

3	

Starting Points and Preparedness Groupings

State the type of information being used to determine starting points and summarize scores for each type by group. Modify the table as needed.

4	Preparedness Group	Evidence Used
	Low	
	Medium	
	High	

Student Growth Objective

State simply what percentage of students will meet their target on the specified assessment in the space below, e.g. "At least 70% of students in each group will meet their target score on the end-of-year assessment." Use the table to provide more detail for each group. Modify the table as needed.

5a →		
	5b	
Preparedness Group	Number of Students in Each Group	Target Score on SGO Assessment
Low		
Medium		

High			
Scoring Plan State the projected scores for each group and what percentage/number of students will meet this target at each attainment level. Modify the table as needed.			
Preparedness Group	Student Target 6a	Teacher SGO Score Based on Percent of Students Achieving Target Score	
		Exceptional (4) >84%	Full (3) 70%-84% 6b
Low			
Medium			
High			
Approval of Student Growth Objective Evaluator approves scoring plan and assessment used to measure student learning.			
7 _____ Signature _____		Date Submitted _____	
Evaluator _____ Signature _____		Date Approved _____	

Results of Student Growth Objective Summarize results using weighted average as appropriate. Delete and add columns and rows as needed.					
Preparedness Group	Students at Target Score	Teacher SGO Score	Weight (based on students per group)	Weighted Score	Total Teacher SGO Score
Low					
Medium					
High					
Notes Describe any changes made to SGO after initial approval, e.g. because of changes in student population, other unforeseen circumstances, etc.					
Review SGO at Annual Conference Describe successes and challenges, lessons learned from SGO about teaching and student learning, and steps to improve SGOs for next year.					
Teacher _____ Signature _____ Date _____ Evaluator _____ Signature _____ Date _____					