The Assessment program is a self-customizing module that is setup and initiated by school sites to calculate and track student’s progress using Multiple Measures. There are many factors that need to be determined prior to the setup being performed. Standards must be decided upon to ensure this program functions properly throughout the District. Once these standards are determined they are utilized and maintained at all school sites within the District.

When deciding upon the standards it is important that they are setup as long term. The fields and codes must be setup the same District Wide - identical for elementary and secondary schools. If not, when data carries over from Elementary to Secondary the coding will not match and becomes invalid. Special programs to be used in Assessment need to be decided upon and the fields storing the data need to be located in Aeries. If there is no field for particular data, then the District will need to determine a user field to be used by each school site. These fields will then need to be kept up to date in order for this program to work properly.

All tests must be setup in the Testing Control Table to give definitions to the tests used in the Assessment program and should be uniform throughout the District. Elementary schools will need to determine what fields they will use to store the student’s grades and develop a method to add scores to the TST history table.

REMEmber:

♦ Determine which tests will be used for Assessment.
♦ Decide on standard naming conventions for the tests.
♦ Decide on student programs to be setup and used.
♦ Select fields to flag students for programs selected.
TESTING and ASSESSMENT

The Testing and Assessment form displays the various programs and reports used for Student Assessment.

STUDENT ASSESSMENT DATA

The Student Assessment Data form contains data used to track a student’s progress using Multiple Measures. The data utilized can be based upon test scores, academic grades and attendance. Each school has the capability to ‘program’ the Student Assessment Data form to fit their own needs and is entered at each individual school. There are specific tables used for Student Assessment Reporting.

The SAP table has a record of each student’s performance indicator and score. The SPS table defines each special group students can be enrolled in, such as, LEP, GATE, etc. The SPP table has a record of each special program a student is enrolled in, such as, LEP, GATE, etc. The SAD table has category codes and defines fields in assessment keys.
**TESTING CONTROL TABLE**

The **Testing Control Table** contains definition setup for tests taken at the school site such as CAHSEE or any individual District tests. Certain test results, such as CAHSEE can be loaded from a file provided by test scoring services or added using **Teacher Made Test Scanner Sheets** at the school site. The **Content Standards** definitions are setup through the **Content Standards (CSN)** tab.

The **Number Possible (TNP)** tab allows tests to be added with the number possible for each part so that a percentage can be calculated.

The **Scale Score Ranges (TNP)** tab contains scale score ranges for STAR and CELDT to generate graph reports.

**NOTE:** District wide Test ID’s and Parts must be established for local benchmark tests or other multiple measures being imported. Failure to develop a uniform system may cause confusion in the results of students that transfer from school to school.
ADD A TEST DEFINITION

The Testing Control Table form displays all test definitions entered. This test information is used to track different types of tests taken by students. Notice the test example, STS has a Part number of 0. This is used to flag Assessment programs when there is a group of tests for a category.

Click the mouse on the Add New button. The cursor will display after the last record. Enter the Test ID up to 6 characters long, Part number, Test Part Title and all Test Abbreviations. Press Enter to add the record.

To add a record with duplicate info, click the mouse on the Test ID to be copied. Click the mouse on the Add Dup button. The Test ID info will be copied to the next record and the Part number will increase by one. Enter the remaining information and press Enter. Click the mouse on the Exit button when complete.

DISPLAY ASSESSMENT

Select a student from the Student Data form. Click the mouse on the Assessment button. The Student Assessment Data form will display. The Performance Indicators will only display for a student if a score has been generated. The indicators display a score of 0 - 5 under the Score heading.

- 0 - no score was available
- 1 - student's performance was far below standards
- 2 - student's performance was below standards
- 3 - student's performance was meeting the standards
- 4 - student's performance was above standards
- 5 - student's performance was far above school standards
PROGRAM PARTICIPATION

Students enrolled in Special Programs can be flagged in Student Assessment Data. After a query is setup through the Student Assessment Programs form an update can be generated. The program will be added to the student record if the student meets the query standards.

To access these Programs click the mouse on the Program Participation tab. The following form will display. If a student is enrolled in a program and the update process has been performed the program name and description will display. Special Programs CANNOT be added to a student’s record from this form.

STUDENT ASSESSMENT PROGRAMS

In order for Special programs to be utilized by Student Assessment the program must be added in the Student Assessment Programs form. Programs are setup with a program code, program description and a query condition. The Program Codes represent special programs, such as ELL-F for the Program Description English Language Learner Fluent. A Query Condition will be added and when generated will flag student record’s for special programs. The school must designate fields to be used to flag a student enrolled in programs.

For instance, below STU.LF = “F” is used for FEP students. When the Update is generated students are flagged in the SPP table if they meet the query condition for any program and the program will display on the Assessment form. A student in FEP with a code that equals F in the LF field of the STU table will be flagged in the SPP table with the program abbreviation ELL-F.

Currently this form displays alphabetically by the Program Code field but the sort order can be changed. Click the mouse on a heading, for example, clicking on Program Descriptions. The heading turns light blue and the form will now display alphabetically by Program Description.

ADD SPECIAL PROGRAM EXAMPLES

On the initial Student Assessment Programs setup, examples can be added as a starting point. Click the mouse on the Add Examples button. Examples will automatically be added to the Student Assessment Programs form.
These examples can be used to flag students or to give you an idea of how to setup the student assessment programs. The fields in these queries **MUST** be verified to ensure your schools data is stored within these fields.

**ADD A SPECIAL PROGRAM**

To **Add** a special program to the **Student Assessment Programs** form click the mouse on the **Access Add Record** button. The cursor will display in the next available **Program Code** field.

Type the abbreviated name in the field and press **Tab**. Type the **Program Description** and press **Tab**. Type the query statement that will include the students in the program selected and press **Tab**. After all programs have been added click the mouse on the **Exit** button.

**UPDATE STUDENT PROGRAMS**

To flag students that meet **ALL** query standards, click the mouse on the **Update All** button at the bottom of the form. This will verify all query conditions and flag the student records that qualify. When all updates are complete a message will display. Click the mouse on the **OK** button.

Each **Update** button to the right of each statement will only generate a query for each individual special program setup on the **Student Assessment Programs** form. To generate a query statement for an assessment program, click the mouse on the **Update** button. The query statement will be generated for only the special program selected and flag the student records that qualify.

The **Program Participation** tab on the **Student Assessment Data** form will now display programs that a student is enrolled. Also, after the update, if a student is no longer enrolled in the program, the program name and description will be deleted and will no longer display on the **Program Participation** tab.

**PRINT SPECIAL PROGRAM LISTING**

To print a listing of each Special Program and the total number of students flagged click the mouse on the **Print** button from the **Student Assessment Programs** form.
The following report options will display. Select any desired report options and click the mouse on the OK button.

![Aeries Input Option Form](image)

The following report will be generated for the options selected.

![Screaming Eagle High School Report](image)

**STUDENT ASSESSMENT PERFORMANCE INDICATORS**

The **Student Assessment Definition** form displays **Performance Indicators** that contains the total number of student's and the percentage of their performance level for each indicator. This form is accessible from the **Student Assessment Data** form by clicking the mouse on the **Assessment Def's** button. Different data is utilized to determine a student's performance level and is setup by the school. These indicators are utilized in reporting **Student Assessment Data**.

The **Update** button on the top right hand side of the form will update the performance indicator displayed. The **Update All** button towards the bottom left corner will update all performance indicators listed on the left side.

![Student Assessment Data Form](image)
Different data is utilized to determine the performance level for the indicators defined. These include attendance, grades and testing. For example, the student’s test history is utilized to calculate whether or not the student is above, below or has met the school’s standards in different areas such as Math.

**NOTE:** ALL specific tests such as, “Dst. Bnchmrk Adv Alg” MUST be setup in the Test Control Table to be utilized in the Student Assessment program.

**SETUP CATEGORY CODES**

Prior to setting up the performance indicators you must setup the Category Codes. From the Miscellaneous Functions click the mouse on the Update Code Table button. Select the SAD table and the Category Code field to be updated (C1, C2, C3). Click the mouse on the Add button and add the Codes for all three categories (C1, C2, C3).

**SETUP ASSESSMENT LABEL NAMES**

It is important to setup the Assessment Label names for each Performance Indicator Title. These titles are for the Five Level Rubric Scores that will print. The Assessment Label Names form will allow you to customize each test. For example, below the CST Algebra 1 test displays 2-Below Standards, 3-Meets Standards, and 4-Above Standards, which are default label names. Using the Setup button these label names can be changed for each Performance Indicator Title.
To setup the **Assessment Label Names** click the mouse on the **Setup** button. The following form will display. Click the mouse on the **New** button and enter the name of the new **Assessment Label** in the entry box. Click the mouse on the **OK** button. The **Layout Name** will now display.

Enter the five different rubric score labels. Colors can also be added to each rubric level. With the cursor in the Assessment label click the mouse on **Choose Color** and select the color. When complete, click the mouse on the **Save** button. The new **Layout Label** will display in the drop down list for the **Choose Label Layout**. If Colors were added in the setup they will display on the form when the label is selected.

**SETUP PERFORMANCE INDICATORS**

The **Student Assessment Definitions** form will allow you to enter and setup various **Student Performance Levels** that can be calculated. The **Key** field determines the order that the **Performance Indicator** will display on the **Student Assessment Data** form. When these definitions are setup they will calculate for **ALL** students.

To add a **Performance Indicator**, click the mouse on the **Add** button. The **Key** will default to the next available number and the **Type** will default to **Test**. Enter the title in the **Performance Indicator Title** field and press Tab. Click the mouse on the drop down arrow for the **Type** field.
Click the mouse on the indicator used to determine the student’s performance level and press Tab. Enter any Category Codes. The fields on the form will change depending on the option selected. Until the update process has been performed for each program the fields on the Student Assessment Data form will not display the assigned headings. To change the Assessment Label Names click the mouse on the drop down for Choose Label Layout and select a Label. The headings at the bottom of the form will now be changed to match the layout selected.

The Student Assessment Summary and Student Assessment Summary by Ethnicity are two reports that currently utilize the Custom Label Layouts and will allow you to print different colors for each Rubric Level. In the example below notice that CST – Algebra 1 2009 displays the custom labels setup through the Assessment Label Names form and displays each Rubric Level with a color. The CST Gen Math 2009 does not have a custom label and displays the default label name with no colors.

### TEST HISTORY

If Test History or Type 1 is selected the test setup fields will display. The correct information used in the Test History (TST) table will need to be entered. In the Test ID field, select the exact name of the test ID and Test Part used to calculate the Student Performance Level.

**NOTE:** Also, the Test ID selected MUST be setup in the Test Control Table.
Different **Date** fields are located below the **Test ID** field. Click the mouse on the **radio button** for the **Date** type selected and enter the **correct** testing information.

Click the mouse on the drop down arrow for the **Score Field**. Click the mouse on the score to be used to calculate the **Students Performance Level** and press **Tab**. The **Same For All Grades** radio button will use the same lowest and highest scores entered into each standard for all grade levels.

Enter each Standard lowest and highest score. Scores can also be entered for **EACH** grade level. To change the lowest and highest scores to apply for each grade click the mouse on the **Levels by Grade** radio button. Enter the **Grade** and press **Tab**. Enter the lowest and highest score that meets the school standards. Enter for each grade level and press **Enter**.

**CHANGE SORT DEFINITIONS**

The performance indicators automatically display in ascending order by the **Key** field. To change the order to descending, click the mouse on the heading and the order will now display in descending **Key** order.

The form can also be sorted by the other headings displayed, such as **Title**. To change the sort order click the mouse on the **Field** heading, for example **Title**. Notice the sort order is now by Title and the **Field** heading changed to light blue.

**QUERIES AND REPORTS**

The **Include In Quick Report** area allows you to generate a **Report**, **Query** or **Query Statement** from the Performance Indicator displayed. The option is also available to **Select Grades**.
Clicking the mouse on the **Report** button will generate a query for the Performance Indicator selected. A selection box will display for various Sort options. The **Query Report Parameters** form will display. Enter the name of the report and select the line spacing for the report. Click the mouse on the **OK** button. The following is an example of the report that will be generated.

**Screaming Eagle High School**

![Image of report]

Clicking the mouse on the **Query** button will generate a query for the Performance Indicator selected and the query datasheet will display. The following is an example of the query datasheet.

![Image of query datasheet]

Clicking the mouse on the **Aeries Query** button will generate a query statement for the Performance Indicator selected and the Query form will display. The following is an example of the query generated.

**GRADES**

If Grade history (GRD) or **Type 2** is selected, the standard fields will change for Grades at the bottom of the form. Five fields will display to enter grades that are far below, below, meets, above or far above school standards. Type the grades that will be used to calculate the **Students Performance Level** and press Tab.
Type the **Subject Area Code** to be used and press **Tab**. Type the mark from the grade table that will be used to calculate the student’s performance level and press **Enter**.

**NOTE:** Elementary Schools using grades MUST have them stored in a field in the STU table, for example, T3 field. When this form displays it will ask which field to be used instead of mark.

**ATTENDANCE**

If Attendance history or **Type 3** is selected the % **Present Below Standards, Meets Standards** and **Exceeds Standards** percent fields will display. These fields will be utilized to calculate whether or not the student is meeting the schools standards for their attendance from the attendance table.

Enter the lowest percent range and the highest percent range in the % **Present Below Standards** fields according to the ALL Day ATT code and press **Tab**. The cursor will display in the field for **Meets Standards**. Enter the lowest percent range and the highest percent range and press **Tab**.

The cursor will display in the field for **Exceeds Standards**. Enter the lowest percent range and the highest percent range and press **Enter**. Click the mouse on the **Exit** button.

**CONTENT STANDARDS**

If **Type 4 - Content Standards** is selected the test setup fields will display. In the **Test ID** field, select the exact name of the **Test ID** and **Test Part** used to calculate the **Student Performance Level**. Located below the **Test ID** field are selections for the **Testing Admin** or **Date Range** fields. Click the mouse on the **radio button** for the type of **Date** selected and enter the **correct** testing admin or date range.

**NOTE:** The Test ID selected MUST be setup in the Test Control Table (CSN).
Click the mouse on the drop down arrow for the **Score Field**. Click the mouse on the score to be used to calculate the **Students Performance Level** and press **Tab**. Enter the lowest and highest scores selected that meets the school standards and press **Enter**.

**UPDATE PERFORMANCE INDICATORS**

Information on the **Student Assessment Definition** form can be modified and **Performance Indicators** recalculated. The **Student Assessment Definition** form will then display the number and percentage of the students that were above, below or met the standards entered.

The **Update** button on the top right hand side of the form will update the performance indicator displayed. The **Update All** button will update **ALL** performance indicators listed on the left side of the form.

For example, change the highest score that **Above Average** from 35 to 40. Click the mouse on the **Update** button to re-calculate the standards. A message will display for the indicator selected. Click the mouse on the **Yes** button to update. A message will display when the update is complete. Click the mouse on the **OK** button. New **standards** will be calculated from the data selected. **It is recommended that you keep track of the last update performed.**

**NOTE:** A **Performance Indicator** only displays if a score is calculated after the update has completed.
STUDENT ASSESSMENT REPORTS

Student Assessment Reports are available from the Test Scoring Reports form. Click the mouse on the Reports button. The following form will display.

STUDENT ASSESSMENT SUMMARY

Click the mouse on Student Assessment Summary. The option will display to print the different performance standards in color. After selecting whether to print colors the following selections will display to select the performance indicators to be calculated and printed.

To select the performance indicators click the mouse on the Select button. A Yes will display to the left of the button. To de-select a performance indicator click the mouse on the Select button and No will display. To select ALL performance indicators click the mouse on the All button at the top of the form. Click the mouse on the Print button.

The following form will display to select programs to be calculated and printed on the report. Click the mouse on the Select button next to the programs to be printed and Yes will display to the left of the button. To select ALL performance indicators click the mouse on the All button at the top of the form.
When complete click the mouse on the Print button. The following is an example of the report generated containing Achievement Indicators for CST with two programs selected. If color is selected each Level will print in a different color.

### STUDENT ASSESSMENT SUMMARY BY ETHNICITY

The following is an example of the **Student Assessment Summary by Ethnicity** containing Achievement Indicators for CST.

![Student Assessment Summary by Ethnicity](image)

### STUDENT ASSESSMENT SUMMARY BY GRADE

The following is an example of the **Student Assessment Summary by Grade** containing Achievement Indicators for CST.

![Student Assessment Summary by Grade](image)

### STUDENT ASSESSMENT QUERIES

In addition to reports available, query statements can be generated and reports can be printed, as well as changes made to data. The following are some examples of queries that can be generated.

#### Query used to calculate the Raw Score (RS) to Percentage (PC).

**Example below has Raw Score divided by 100 which is the Total number possible multiplied by 100**
Make sure to identify carefully:

- Test ID
- Test Part – PT
- Test DT – date test taken 4-digit month and year
- Test TD – date test taken 8-digit month, day and year

STUDENT TEST SCORES

From Test History a print out of a student's test scores is available. Click the mouse on the Print button and various sort options can be selected as well as Most Recent test scores. The following is an example of the report that will be generated for the student displayed.

![Screaming Eagle High School Test Scores Report]

IMPORTING TEST SCORES INTO AERIES FROM EXCEL

Prior to importing test scores set up the data to be imported in Excel. The most important pieces of information are the Student Number, Test and Part Number and the Raw Score from the test. The test and Part Number MUST also be set up in the Testing Control Table.

From Aeries open and maximized the SCH database window in lower left-hand corner of the screen. Click on the Macros tab and run the Attach to Tables macro. Click on File, Get External Data and Import. Change the Files of Type to Excel files. Select the drive where the data is stored in the Look In. Double-click the file listed to start Importing.

The Import Spreadsheet Wizard will display with the data on the screen. Click Next. Click First Row Contains Column Headings so column headings don't get included in the data import.

Click Next to store the data in a New Table and field options will display. Click Next and select a primary key, either the Student ID or Student Number field. Click Next and the final box allows you to Name the new table, such as Scores. Click Finish.

A message will display when the process has completed. The data is now stored in the Aeries database in the Scores table. To display this data, double-click on the Scores table. When through viewing the data close the table. Minimize the SCH database window.
IMPORT TEST SCORES FROM TEMPORARY TABLE INTO AERIES

From View All Forms, double-click on Import Test Scores. In Table Name type Scores. In Student Number Field Name select the field name where Student Number to be used resides, for example ID. Click the mouse on Stu Number or ID Number. In the Test Score Field Name type in the Field name where the Test Score resides, for example Field11. In Test ID type in the name of the test. In Part Number enter the part if not Zero. In Test Date enter the date of the test. Click the mouse on Convert to Test Records button. The data in the Scores table will now be converted over to the TST table.

IMPORTING DISTRICT OR SCHOOL BENCHMARK TEST RESULTS

District or school benchmark exam results may be imported through one of the following two methods.

1. Using the teacher made test component. (Multiple Choice test up to 100 questions)

2. Using the Student Test Score Input Form. (Rubric, oral scores, etc.)

CREATING TEACHER MADE SCAN SHEETS

To create scan sheets for specific school tests, Teacher Made Scan Sheets can be created. From View All Reports and click the mouse on Print Teacher Made Test Answer Sheets 48 Channel Laser (or 27 channel depending on the scanner used). A text box will display. Enter a Title for the test to be taken and click the mouse on the OK button. For example, below the title is Reading for teacher Williamson.

A message will display to check the printer margins, which is crucial. Click the mouse on Yes to check the margins or No to bypass this option.
After checking the printer margins the following option will display to limit the printout of this test. For example, below will printout by teacher name or number for an individual teacher. Click the mouse on the OK button.

A text box will display depending on the option selected. For example since option 1 was selected enter the teacher selected and click the mouse on the OK button.

Depending on the option selected the option will display to print by **Period and Section** for the teacher selected. Click the mouse on the Yes button. The screen will display the **Teacher Made Test Answer Sheet**, which will display the student name, test title, sort option selected and the student number at the bottom. Click the mouse on the **Printer Icon** to print the scan sheets.

The following is an example of what will be generated.

**SCAN ANSWER KEY**

An answer key sheet **MUST** be created and scanned prior to scanning the **Test Scanner Sheets**. To scan the answer key, click the mouse on the **Scan ONE form** button. A message will display, “Are you scanning a new test?”.
Click the mouse on the Yes button. Enter the Test Title and click the mouse on the OK button. Click the mouse on the Scan ONE Form button and the Read Teacher Made Test Scanner Sheets form will display the answer key.

Click the mouse on the Scan Continuously button to scan the Teacher Made Test Scanner Sheets. The Responses will be compared to the Answer Key. A total will then be calculated for the correct number of answers and will display in the Score field.

After all sheets have been scanned the Print Test Results and the Print Item Analysis reports MUST be printed before exiting this form. If they are not printed and the Exit Scan Program has been selected the reports will no longer be accessible.

NOTE: Exam results MUST be imported into the TST table before the next exam is scanned.

**IMPORT TEST SCORES**

After scanning the scores can be imported into the TST table for each student scanned. From View All Forms locate and select Import Test Scores. The following form will display. Click the mouse on the Stu Number or ID Number button.
Click the mouse on the **Raw Score** or **Percentile** button. Enter the **Test ID**, **Part Number** and common **Test Date**.

To use the students' **current grade** for the **test grade** click the mouse on the **check box**. Click the mouse on the **Convert to Test Records** button. A message will display indicating the number of records updated. Click the mouse on the **OK** button. The **Test ID MUST be setup in the Test Control Table prior to Importing Test Scores**.

The scores will now be imported into the **TST table** and will display on the **Test History** form for the **students** scanned.

**STUDENT TEST SCORE INPUT SCANNER SHEETS**

The **Student Test Score Input Scanner Sheets Form** can be used to create scan sheets to scan rubric, oral and other scores into the Test History File. Scan sheets can be printed in the order of grade, section or teacher (By Teacher can only be printed for Elementary Schools). Only one test score can be imported from the pre-id scan sheet. The end of each scan sheet displays 1-4 digits available for the number of digits in the score to be marked on the sheet. The scan sheet is currently designed for 48 channel scanners.
From View All Reports locate and select Student Test Score Input Scanner Sheets. The Print Options form will display. Click the mouse on the Test ID drop down and select the Test. Click the mouse on the Test Part drop down and select the Test Part.

Click the mouse on the Sort Order for the Scan Sheets to be printed. To check the scan sheet margins click the mouse on Check Printer Lineup box. Select the score format 1 – 4 digits. If the scanner sheets are to be printed for a particular grade, enter the grade in the Enter Grade field. Click the mouse on the OK button. If the Check Printer Lineup was selected the Printer Margin Adjustment form will display to allow you to adjust the margins on the scan sheet.

The following is an example of a two-digit score scanner sheet. The score MUST be recorded on the scanner sheet in the form of two-digits. For example, a score of seven would be recorded as 07 with 0 on the first line and 7 on the second line. Score of 25 would be entered with a 2 on the first line and a five on the second line.

READ STUDENT TEST SCORE SCANNER SHEETS

To import the scores into the Test History from the Scanner Sheets, from View All Forms click the mouse on the Read Student Test Score Scanner Sheets. The Which Test ID entry box will display. Enter the Test ID that matches the Test ID setup in the Test Control Table and click the mouse on the OK button.

Enter the Test Part Number in the Which Part Number entry box that matches the part number in the Test Control Table. If no part number, the default is 0, which is also the default in the Test Control Table. Click the mouse on the OK button. The entry box for Testing Date will display. Enter the 8-digit Test Date dd/mm/yyyy. Click the mouse on the OK button.
The following form will display. Click the mouse on the **Scan ONE Form** button. Verify that the form displays the correct information from the scan sheet.

Click the mouse on the **Scan Continuously** button. The **Student Test Score Scanner Sheets** will be scanned. After all sheets have been scanned, click the mouse on the **Print Missing Sheet List** before exiting this form. *If this list is not printed and the Exit Scan Program has been selected the reports will no longer be accessible.*

**APPLICATION OF DATA**

This practical analysis workshop will demonstrate how to use AERIES data to assist teachers and administrators to track student achievement. It will include how to use AERIES reports and query functions to improve student achievement. This will go beyond “how to print reports” to answer the question “What is the data telling us?”

**OUTCOME DATA**

- Describes how a student or group of students is doing at a particular point in time
- Communicate the degree to which a student or group of students has acquired specific knowledge, skills, and attitudes
- Is measurable

**DEMOGRAPHIC DATA**

- Help staff understand the students and their unique needs
- Provide vital information regarding the students, their families, and their community
- Identify factors that must be considered in instructional decision making

**PROCESS DATA**

- Include information related to the school’s and/or district’s efforts to promote a high level of student achievement
- Help the staff make effective instructional decisions
- Refer to variables of which the staff has some degree of control
## Outcome
- Teacher-made tests
- Minimum proficiency tests
- Report cards
- Portfolios
- Exhibitions
- Performance tasks
- State-level testing
- National norm-referenced Tests
- District-made tests
- Department/grade Level tests
- Surveys
- Observations
- Graduation/promotion rates
- Drop-out rate
- Enrollment in honors classes
- Performance in subsequent Classes

## Demographic
- Language proficiency
- Ethnicity
- Primary language
- Parent education
- Gender
- Special programs
- Attendance
- Mobility
- Socio-economic status
- Family configuration
- Family support
- Family language proficiency
- Family primary language
- Community support services
- Age of student
- Discipline

## Process
- Curriculum organization
- Instructional time
- Instructional strategies
- Materials/equipment/supplies
- Assessment practices
- Priorities
- Classroom organization
- Family involvement
- Opportunities
- Professional development
- Experience
- Expectations
- Expertise
- “Safety nets”
- Staff mobility
- Staff attendance
- Budget

### FOUR STEPS TO IMPROVE STUDENT ACHIEVEMENT

1. **Set the Standard**
   What exactly do you expect from students? What is “proficient performance” defined in absolutely clear and unambiguous terms. This step is done when students can explain to you and one another exactly what your expectations are. This is NOT a re-statement of an academic content standard from a state or district framework; it is the overarching expectation for student achievement you are building.

2. **Collaborate**
   Spend faculty meetings, department meetings, and staff development time focusing on actual student work. All outside in-service and training should be tied directly to your student achievement goals. Standards are meaningless until teachers reach consensus on what proficient performance means. This does NOT happen with memos and lectures. It only occurs when teachers sit down together with the same rubric, or scoring guide, and look over several pieces of student work to gain a consensus on whether or not the examples are proficient. Teachers must spend high quality time together aligning instructional practices and timelines as well as assessment for student achievement to improve.

3. **Collect Data**
   Create a chart to show the percentage of students in a class or grade level who are proficient or better on a few key standards. Update the chart frequently – at least monthly. Increase the use of benchmark assessments to determine mastery prior to end of course exams. Frequent assessment, feedback, and revised work will lead to higher percentages of students achieving proficiency. This also sends the clear message that a student is NOT last year’s test results, and that results require continuous improvement.

4. **Use Assessment Data to Modify Curriculum and Instruction**
   If a substantial portion of students is not proficient on a key standard, what will you do? How can you change curriculum, improve assessments, and modify instruction to meet your goals? If students are not proficient in measurement, could you enlist the help of physical education and art for a greater emphasis on measurement during their time with students? If students are not proficient in charts and graphs (textual reading), could we use social science time to reinforce the concept. If students are not proficient in writing, could you create prompts and scoring rubrics that could be used in different classes and academic discipline. The key is to improve student achievement as a team within the school as a whole, and not in an individual department.
TEST HISTORY TABLE

The Test History (TST) table stores various test results and also displays the CRL. All tests that a student has taken display on this form. Test scores can be limited to display specific tests by clicking the mouse on Limit ID: at the bottom of the form. Select the test to be displayed, such as CAHSEE and click the mouse on the OK button.

The Test History form will now only display scores for the test selected. Use the Record arrows to scroll up and down through the form or the scroll bar on the right-hand side of the form.

To sort the Test History form click the mouse on the Sort test by Test ID and Part button located below the Record arrows. To generate a report of all tests taken by the student displayed click the mouse on the Print button. If the Sort test by Test ID and Part button has been turned on, the report will be sorted before printing.

TESTING and ASSESSMENT

The Testing and Assessment form displays the various programs and reports used for Student Assessment.
STUDENT TESTING REPORTS

To display Student Testing Reports click the mouse on the Test Scoring Reports button. The following form will display. Click the mouse on the report selected to print. Each report is explained below.

STUDENT ACHIEVEMENT TEST RESULTS

When this report is selected the following setup form will display allowing you to select the test and test parts to print on the report. The options are also available to select dates tested, grade, scores and various options.

After all options are selected click the mouse on Print and the following report is generated.

<table>
<thead>
<tr>
<th>Student Name</th>
<th>Grade</th>
<th>Test Date</th>
<th>RS</th>
<th>PC</th>
<th>RS</th>
<th>PC</th>
<th>RS</th>
<th>PC</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lee, Tashka</td>
<td>8</td>
<td>04/26/2002</td>
<td>62</td>
<td>0</td>
<td>67</td>
<td>0</td>
<td>70</td>
<td>0</td>
</tr>
<tr>
<td>Lee, Fernando</td>
<td>8</td>
<td>04/26/2002</td>
<td>55</td>
<td>0</td>
<td>25</td>
<td>0</td>
<td>31</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>8</td>
<td>04/26/2002</td>
<td>46</td>
<td>0</td>
<td>23</td>
<td>0</td>
<td>29</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>8</td>
<td>04/26/2002</td>
<td>54</td>
<td>0</td>
<td>23</td>
<td>0</td>
<td>29</td>
<td>0</td>
</tr>
</tbody>
</table>
The **Student Achievement Test Comparison** reports are the same but are sorted differently. The sort by teacher or section reports could be used as a reconfigured report. It will sort by the current teacher or current section number. The reports can also be run for any test part and will show a gain or loss from year to year. At the end of each grade the total number of students for that grade will display.

### Screaming Eagle High School

**Comparison of Raw Scores Year by Year**

**Test:** CST

<table>
<thead>
<tr>
<th>Teacher: Durbin, S</th>
<th>Score: Algebra I</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student Name</td>
<td>Grade</td>
</tr>
<tr>
<td>Abbot, Allan</td>
<td>12</td>
</tr>
<tr>
<td>Adams, Alysonia</td>
<td>12</td>
</tr>
<tr>
<td>Adams, Simon</td>
<td>12</td>
</tr>
</tbody>
</table>

The **CELDT Test Results** will print results from the CELDT test for the Test Year and Testing Administration selected. This report includes Test description, test grade, test date, raw scores and scale scores. The Average Raw Score is calculated using all students in the same grade at the time of testing and will be printed on the report under the **Grade Average**.

The **Scale Score Level** will also be calculated and on the far right hand side of the report a graph will print indicating where the student falls according to the Scale Score Level. The bottom of the page will print the descriptions for the columns above the graph.
CONTENT STANDARD REPORT BY STUDENT

The Print Content Standard report is designed to print the CST scores to provide details of a student’s past achievement. There are various options to select from when generating this report. The Testing Administration will display the tests available to select from as well as the Test Parts.

The following report will be generated.

<table>
<thead>
<tr>
<th>Screaming Eagle High School</th>
<th>8/30/2011</th>
</tr>
</thead>
<tbody>
<tr>
<td>2010-2011</td>
<td>Page 36</td>
</tr>
<tr>
<td>Content Standard Scores - Calif Standards Test</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>STU#</th>
<th>Student Name</th>
<th>Grade</th>
<th>Sex</th>
<th>Teacher Name</th>
<th>Score</th>
<th>Score</th>
<th>Testing Administration</th>
<th>Content Standards</th>
<th>Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>000220</td>
<td>Bauer, Richard</td>
<td>9</td>
<td>M</td>
<td>Monarch</td>
<td>47</td>
<td>Scale Score 338 Performance (3)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SPRG08</td>
<td>Eng/Eng Arts Total</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Library Response and Analysis</td>
<td>11</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Reading Comprehension</td>
<td>7</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Word Analysis and Vocabulary</td>
<td>2</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Writing Strategies</td>
<td>10</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Written Conventions</td>
<td>4</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SPRG09</td>
<td>Eng/Eng Arts Total</td>
<td></td>
<td></td>
<td></td>
<td>35</td>
<td>Scale Score 311 Performance (3)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Library Response and Analysis</td>
<td>8</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Reading Comprehension</td>
<td>13</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Word Analysis and Vocabulary</td>
<td>6</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Writing Strategies</td>
<td>14</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Written Conventions</td>
<td>7</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
STAR STUDENT TEST RESULTS

The Print STAR Student Test Results report utilizes scores for STAR from the TST and CST tables along with the Total Number Possible from the TNP table to calculate out specific percentages to be printed. This report will also print a visual graph for percentages.

There are various options to select from when generating this report. The report can be sorted by Student Name, Counselor or Student Grade. A Test Admin will only display if there are Total Number Possible scores loaded into the TNP table. A report can also be created for students assigned to a specific Counselor. This report can also include Inactive Students and can print one student per page or a continuous report for all students.

There are two different options that can be printed for this report. The following is the default report.
For the report to print as a color graph select **Use Color Gradient in the Graph.**

### Screaming Eagles High School

**STAR Test Results - Spring 2009**

<table>
<thead>
<tr>
<th>Stu#</th>
<th>Student Name</th>
<th>Student ID</th>
<th>Grade</th>
<th>Birthdate</th>
<th>CA Rdg</th>
<th>Stu Prog</th>
<th>Lang Flu</th>
</tr>
</thead>
<tbody>
<tr>
<td>1000</td>
<td>Abdallah, Alice</td>
<td>0244024245</td>
<td>10</td>
<td>11/20/1994</td>
<td>00</td>
<td>E</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>RAW SCORES</th>
<th>Test Grade Date</th>
<th>Test Grade Possible</th>
<th>#</th>
<th>%</th>
<th>Test Grade Adj</th>
<th>Test Admin</th>
<th>SPRNG</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>ALGEBRA</strong></td>
<td>04/20/2009</td>
<td>65</td>
<td>34</td>
<td>32%</td>
<td>50</td>
<td>77%</td>
<td>20%</td>
</tr>
<tr>
<td>Number Properties, Operations, &amp; Linear Equations</td>
<td>17</td>
<td>9</td>
<td>47%</td>
<td>10</td>
<td>59%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Graphing and Systems of Linear Equations</td>
<td>14</td>
<td>5</td>
<td>36%</td>
<td>7</td>
<td>50%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Quadratics and Polynomials</td>
<td>21</td>
<td>9</td>
<td>39%</td>
<td>10</td>
<td>48%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Functions and Rational Expressions</td>
<td>13</td>
<td>3</td>
<td>23%</td>
<td>5</td>
<td>38%</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>ENGLISH LANGUAGE ARTS (GRADES 2 – 11)</strong></td>
<td>04/20/2009</td>
<td>75</td>
<td>34</td>
<td>46%</td>
<td>50</td>
<td>67%</td>
<td></td>
</tr>
<tr>
<td>Word Analysis and Vocabulary</td>
<td>8</td>
<td>3</td>
<td>30%</td>
<td>5</td>
<td>63%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Reading Comprehension</td>
<td>18</td>
<td>9</td>
<td>50%</td>
<td>13</td>
<td>72%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Literary Response and Analysis</td>
<td>16</td>
<td>8</td>
<td>50%</td>
<td>11</td>
<td>69%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Written Expression</td>
<td>20</td>
<td>10</td>
<td>50%</td>
<td>12</td>
<td>66%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Written Communication</td>
<td>13</td>
<td>4</td>
<td>31%</td>
<td>3</td>
<td>69%</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Print CAHSEE Status Report**

The **Print CAHSEE Status Report** will give you a list of students that did not take the Math or ELA CAHSEE. From **View All Reports** select the **Print CAHSEE Status Report** and the following setup will display.

Select which tests, the status, how to sort it and student options. Click the mouse on the **OK** button. The following report will display.

### Physical Fitness Test Results

From the **Physical Fitness Testing** form click the mouse on **Display and Update Physical Fitness Test Results**. The following form will display for **ALL** students. The **Detail (PFT)** tab displays the student’s detailed PFT results for each category by the Testing Admin displayed. The **Summary (PFT)** tab will display the students test results over multiple **Testing Administrations**.
To limit the form to only show a particular grade click the mouse on the **Limit by Grade** drop down and select a grade. Only the students in that grade level will now display. The bottom right hand corner of the form will display whether or not the Student has passed the Physical Fitness test. To limit the form to only show Not Passed records click the mouse on the **Limit to Not Passed** option.

![Image of Physical Fitness Test Results (PFT) form]

**How to Query Testing Data from Aeries**

If additional test data is needed Query can be used to create your own report. But using Query to obtain information from the Test History table can also be complex. To assist you with becoming familiar with tables and field names it is highly suggested that you **Print Query Table and Fields** from **View All Reports**.

Try and keep your queries as simple as possible. Once you find a query you like **SAVE IT**. It’s also a good idea to save your queries in a word document in case something happens. The queries can be copied and pasted back into Aeries Query and saved again.

When developing a query statement it is crucial that you understand the file structure in the Test History table. Individual parts of tests (reading, reading comprehension, math, problem solving, etc.) have been assigned a part number and you must be familiar with or have an available copy of a test listing containing part numbers.

Most students have multiple years of test data in their file. **Before you begin query make sure you know the test ID, part number, and test date of the information needed.** Specific sample query statements are listed below. These statements can be modified to obtain test data on different tests and test parts. Query KEEP and SKIP commands can also be used to narrow down data.

- **If data is needed for one grade level a KEEP statement can be used before running the query statements. For example, KEEP STU IF GR = 11.**
- **The following query examples have a particular test date added with an If statement. For example, IF TST.DT = 0505. If test data is needed for all years leave out TST.DT = 0505.**
- **To obtain different part numbers change the query statement. For example, TST.PT = 2.**
The following query allows a teacher/administrator to view the class scores in rank order. Viewing by rank order is important in determining who can jump bands for the API. Start by doing a KEEP statement to work with only a specific teacher's students.

**KEEP STU SEC MST IF MST.TN = ##**

Then run the query below for Reading

**LIST STU TST CTL STU.LN STU.FN CTL.NM TST.PC TST.DT BY TST.PC IF CTL.PT = TST.PT AND TST.PT = 1 AND TST.DT = 0505 AND TST.PC # 0**

The statement below will give you a list of students with raw score, scale score, and percentile rank for reading, language, and math for the Spring 2005 test.

**LIST STU TST CTL STU.NM STU.GR TST.ID TST.DT CTL.NM TST.RS TST.SS TST.PC BY STU.NM TST.PT IF TST.ID = CAT-6 AND TST.DT = 0505 AND ( TST.PT = 1 OR TST.PT = 2 OR TST.PT = 4 )**

The statement below will give you a list of students with their teacher/counselor, raw score, scale score, and percentile rank for total reading, total math, and total language by teacher.

**LIST STU TST CTL TCH TCH.TE STU.NM STU.GR TST.ID TST.DT CTL.NM TST.RS TST.SS TST.PC BY TCH.TE STU.NM TST.PT IF TST.ID = CAT-6 AND TST.DT = 0505 AND ( TST.PT = 1 OR TST.PT = 2 OR TST.PT = 4 )**

The statement below will give a list of students who scored 85% or higher in the CAT-6's reading or math for Spring 2005 testing.

**LIST STU TST CTL STU.NM STU.GR TST.ID TST.DT CTL.NM TST.PC BY STU.NM TST.PT IF TST.ID = CAT-6 AND TST.DT = 0505 AND ( TST.PT = 1 AND TST.PC > 84 OR TST.PT = 2 AND TST.PC > 84 )**
To run a list of student’s Reading percentile low to high run the following statement:

LIST STU TST CTL STU.NM STU.GR TST.ID TST.DT CTL.NM TST.PC BY TST.PC STU.NM IF TST.ID = CAT-6 AND TST.DT = 0505 AND TST.PT = 1

To run the same list as in number 4, but in high to low order run the following statement.

LIST STU TST CTL STU.NM STU.GR TST.ID TST.DT CTL.NM TST.PC BY TST.PC REV STU.NM IF TST.ID = CAT-6 AND TST.DT = 0505 AND TST.PT = 1

The statement below will give you a list of students if NPR is greater than 49, but less than 76 in Reading for the Spring 2004 test.

LIST STU TST CTL STU.NM STU.GR TST.ID TST.DT CTL.NM TST.PC BY STU.NM IF TST.ID = CAT-6 AND TST.DT = 0504 AND TST.PT = 1 AND TST.PC > 49 AND TST.PC < 76

To list students with their California Reading List number (CRL). Please take note that the California Reading List number is stored in the Student data table.

LIST STU LN FN CRL IF CRL > " "

CRL For Elementary Schools by teacher:

LIST STU TCH STU.LN STU.FN TCH.TE STU.CRL BY TCH.TE IF CRL > " "

CRL For Secondary Schools by teacher:

LIST STU SEC MST TCH STU.LN STU.FN STU.CRL IF CRL > " " AND MST.TN = 804

CRL For Secondary Schools by section:

LIST STU SEC MST TCH STU.LN STU.FN STU.CRL IF CRL > " " AND MST.SE = 106
The statement below will give you a list of 11th grade students and their California Cluster raw score for English/Language Arts – Reading.

LIST STU TST CTL STU.NM STU.GR TST.ID TST.DT CTL.NM TST.RS BY STU.NM IF TST.ID = CCS AND TST.PT = 1 AND STU.GR = 11

**How to query results from the California High School Exit Exam (CAHSEE)**

**IMPORTANT** - Only raw scores and scale scores are imported into the Test History table for CAHSEE. For Math total and ELA total a 1 in the raw score field indicates the student passed the test and a 0 indicates they did not pass.

To get a list of all scores for all students that took the CAHSEE.

LIST STU TST CTL STU.LN STU.FN STU.GR TST.ID TST.DT CTL.NM TST.RS TST.SS BY STU.NM TST.PT IF TST.ID = CAHSEE

To get a list of all students with their raw score and scale score in Math Problem Solving and Statistics.

LIST STU TST CTL STU.LN STU.FN STU.GR TST.ID TST.DT CTL.NM TST.RS TST.SS BY STU.NM TST.PT IF TST.ID = CAHSEE AND TST.PT = 2

To sort high to low

LIST STU TST CTL STU.LN STU.FN STU.GR TST.ID TST.DT CTL.NM TST.RS TST.SS BY TST.RS REV IF TST.ID = CAHSEE AND TST.PT = 2

**How to query results for the CST**

Gives a CST list with a ranking on the score from low to high.

LIST CRS MST TCH SEC STU TST CST CSN STU.NM TST.ID TST.SS TST.PL CST.ID CST.PT CSN.NM CST.RS TCH.TE BY TCH.TE MST.SE TST.PT CST.PT CST.RS IF TCH.TE = BAUER AND TST.ID = CST AND TST.PT = 1 AND TST.TD = 05/01/2005

Gives CST list by STU.NM and then by CST.PT

LIST CRS MST TCH SEC STU TST CST CSN STU.NM TST.ID TST.SS TST.PL CST.ID CST.PT CSN.NM CST.RS TCH.TE BY TCH.TE STU.NM MST.SE CST.PT IF TCH.TE = BAUER AND TST.ID = CST AND TST.PT = 1 AND TST.TD = 05/01/2005

**NOTE:** These statements need to be adjusted for a single teacher or to print all part numbers for the different CST. Elementary schools DO NOT use the SEC MST tables but instead would use the TCH table.