# Illinois Interactive Report Card



IIRC Guide for School Board Members

#### Introduction

Welcome to the IIRC Users Guide for school board members. Prepared with assistance from the Illinois Association of School Boards (IASB), this manual will introduce you to features of the IIRC that are especially useful to policy-makers. Data can provide a solid foundation for governance decisions in all six areas of responsibility shared by all school boards:

- Clarification of district purpose
- Connections with the community
- Employment of a superintendent
- · Delegation of authority
- · Monitoring of performance
- Taking responsibility for the Board's effectiveness

The IIRC provides features to help you understand and use data, including colorful interactive graphics; longitudinal trends from 1999 to the present; advanced search and school comparison capabilities; and e-Plans for school improvement. Throughout this guide, you will find "Questions Board Members Should Ask." Developed with IASB, these questions are intended to help you use report card data to guide policy decisions in your district.

#### Accessing IIRC Data: Tips for Board Members

This guide is designed as a do-it-yourself manual. We suggest that you follow these steps to increase its usefulness in policy-making.

- 1. Point your browser to http://iirc.niu.edu, the Illinois Interactive Report Card site.
- 2. Click on the Help button at the top of the IIRC home page to find an updated edition of the Board Members Guide. You may work from the online version, download it, or print a copy.
- 3. For maximum benefit, we suggest that you view the guide at your computer, which will allow you to see the screens more clearly as well as view data for your schools.
- 4. Use the guide's instructions to select your school or district. Once you have located your schools, you are ready to begin.
- 5. Review the explanation of the guide's layout and tools on the next page.
- 6. Follow the instructions on each page to help you locate and understand data for making board decisions. As you move through the guide, navigate to the comparable IIRC screens for your own schools.
- 7. Explore the IIRC and you will find more features to use in your school board work.

#### **Our Philosophy**

Easy access to accurate, current, and useful information concerning schools, students' learning and test performance is now more essential than ever for policy-makers and educators. In the current climate of accountability, data-driven decision making is an important part of policy-making. IIRC's goal is to put data that you can use into your hands.

#### **Our Sponsors**

IIRC is located at Northern Illinois University and is funded by the Illinois State Board of Education.

The IIRC development team welcomes suggestions at iirc@niu.edu.

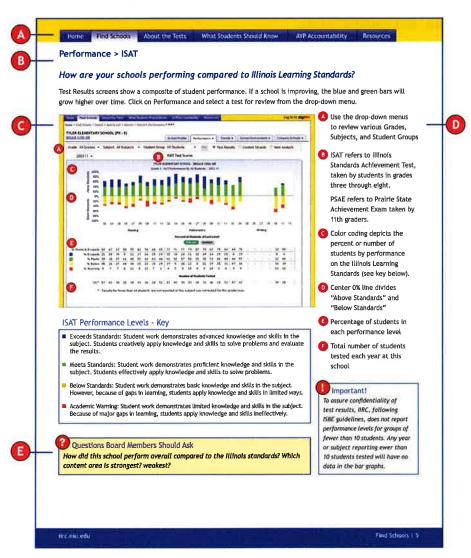
Harvey Smith, Ph.D.

Director, Interactive Illinois Report Card

#### How to use this Guide

The IIRC Users Guide for School Board Members contains cues to help you use both the IIRC and the Guide itself.

- Dark blue navigation bar at the top of every page provides access to schools and districts, general information about assessments and accountability in Illinois, and resources for more information. This bar also appears at the top of every IIRC page. The highlighted tab on the bar tells you which section of the IIRC is on your screen in this case, Find Schools just as it does on the IIRC.
- B Headers just below the dark blue bar give you information about the content of each page in the Guide.
- G Highlighted tabs such as the Performance tab show you where to click on each page to find the information you need.
- Letters in red circles connect explanations with details on the screens.
- Questions Board Members Should Ask provide policy-level questions board members should consider as they review their district's and schools' data.



my IRrc Rising Star Link to Irrs

iirc.niu.edu Section Name | iii

#### **Credits**

Marilyn McConachie Bellert, Associate Director of the P-20 Center at NIU, created the IIRC Guide for School Board Members. Bellert served more than 20 years as an elected and appointed education policy board member at local, state, and national levels.

Brian Walk, Assistant Director of Outreach Communications, designed the graphics for the Guide. As a former leader in school parent groups, Walk understands the role of data in making decisions.

Angela Peifer, Associate Executive Director; Sandra Kwasa, Director-School Board Development; and Nesa Brauer, Consultant-School Board Development, Illinois Association of School Boards, contributed guiding questions and other content throughout the development process. The IASB strongly supports the practice of data-based decision-making at the school board policy level and has been involved with the National School Boards Association in the development of training programs and materials to assist boards of education in the effective use of data for this purpose.

#### Resources

**Understanding and Using Data** 

www.data-first.org

#### **IASB Training**

Please contact Sandra Kwasa at skwasa@iasb.com (630-629-3776, X1213) or Angela Peifer at apeifer@iasb.com (217-528-9688, X1124).

# **Table of Contents**

Locating school and district information	2
How are your schools performing?	5
Compared to standards for elementary students	6
Compared to standards for high school students	6
Are your students making sufficient progress over time?	9
Compared to performance over time	9
Trends over time by cohorts and by subjects	9
Achievement Gap	11
Compared to College Readiness Benchmarks	12
Compared to career readiness expectations	13
Compared to other districts and schools	14
Compare schools	14
Scatterplots	18
Is the school environment supporting schools and teachers?	20
About Students	20
Educator Information	22
District Finances	23
MyIIRC data tools for educators	24
Sample School Student Roster	25
Sample School Individual Student Report	26
About the Tests	27
What Students Should Know	28
Common Core Standards	

Know AYP Accountability Resources

## Find Schools

About the Tests

What Students Should Know

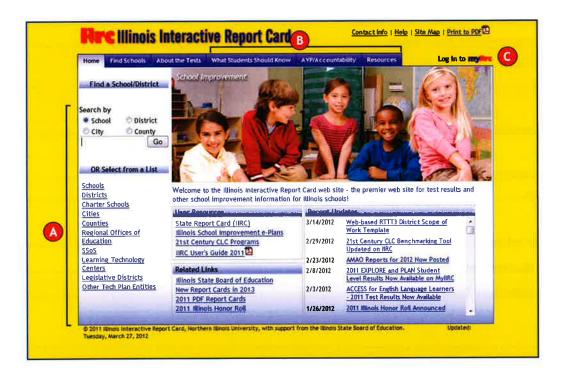
## **Home Page**

Home

IIRC's home page offers quick access to school and district information.

- Search Features are available from either Home or Find Schools in the dark blue navigation bar across the top of the page.
- **6 General Information** about assessments and accountability in Illinois can be found by using the tabs in the dark blue navigation bar across the top of the page.
- contains confidential information about students and is only accessible for educators with passwords.

  Educators use MyIIRC to review individual student performance, design interventions, and manage e-Plans required by the Illinois State Board of Education. Board members should not have access to individual student information, but they should know how district staff members are using IIRC data and tools.



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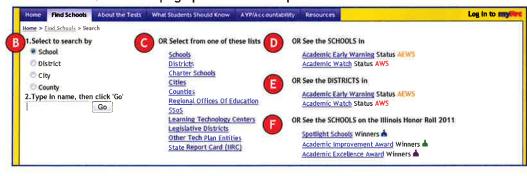
#### Find Schools > Search



#### Search by Name

- Select a Search by option (School, District, City, County)
- Type in a name or select from options presented
- Click "Go" or press "Enter"

#### The Find Schools Search page provides more specialized search lists.



- Search by Name of School, District, City or County
  - Search from list of categories
- Search Schools that are under Academic Early Warning or Academic Watch Status
- Search *Districts* that are under Academic Early Warning or Academic Watch Status
- Search Schools that earned Illinois Honor Roll awards in the most recent award year

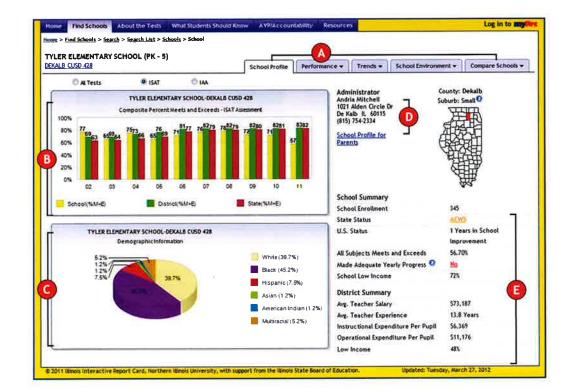
#### Find Schools > Search > Search List > School Profile

Once you have selected a school or district, you will see a profile similar to this illustration.

Drop-down menus for each tab link to reports about this school

**Find Schools** 

- Summary of test results
- Student demographics
- Contact information for school leader
- Quick facts about the school and the district



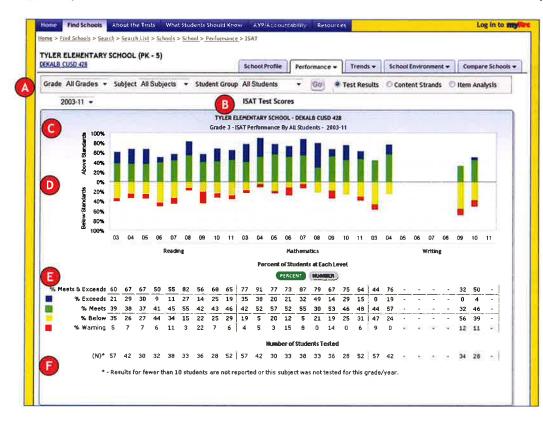
#### **User Tip**

To copy and paste these and other IIRC graphs, right click on the graph you wish to copy. Select "copy," then minimize the IIRC screen. Open your Word, Powerpoint, or other document; right click again; and select "Paste."

#### Performance > ISAT

## How are your schools performing compared to Illinois Learning Standards?

Test Results screens show a composite of student performance. If a school is improving, the blue and green bars will grow higher over time. Click on Performance and select a test for review from the drop-down menu.



## ISAT Performance Levels - Key

- Exceeds Standards: Student work demonstrates advanced knowledge and skills in the subject. Students creatively apply knowledge and skills to solve problems and evaluate the results.
- Meets Standards: Student work demonstrates proficient knowledge and skills in the subject. Students effectively apply knowledge and skills to solve problems.
- Below Standards: Student work demonstrates basic knowledge and skills in the subject. However, because of gaps in learning, students apply knowledge and skills in limited ways.
- Academic Warning: Student work demonstrates limited knowledge and skills in the subject.
   Because of major gaps in learning, students apply knowledge and skills ineffectively.

# Questions Board Members Should Ask

How did our schools/district perform overall compared to the Illinois standards? Which content area is strongest? weakest?

- Use the drop-down menus to review various Grades, Subjects, and Student Groups
- B ISAT refers to Illinois
  Standards Achievement Test,
  taken by students in grades
  three through eight.
  - PSAE refers to Prairie State Achievement Exam taken by 11th graders.
- Color coding depicts the percent or number of students by performance level on the Illinois Learning Standards.
- D Center 0% line divides
  "Above Standards" and
  "Below Standards"
- Percentage of students in each performance level
- Total number of students tested each year at this school

# Important!

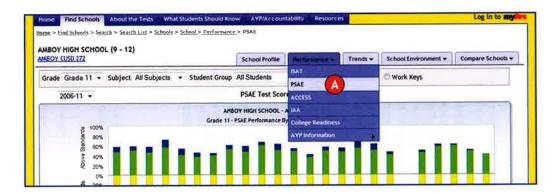
To assure confidentiality of test results, IIRC, following ISBE guidelines, does not report performance levels for groups of fewer than 10 students. Any year or subject reporting fewer than 10 students tested will have no data in the bar graphs.

#### Performance > PSAE

## How are your high schools performing compared to Illinois Learning Standards?

PSAE results include performance on three components - the ACT College Readiness Benchmarks (CRB), Work Keys tests, and items generated by the Illinois State Board of Education. Combining these three components, the PSAE addresses many of the Illinois Learning Standards for high school. IIRC provides data on the PSAE as a whole, the College Readiness Benchmarks, and Work Keys.

O PSAE tab

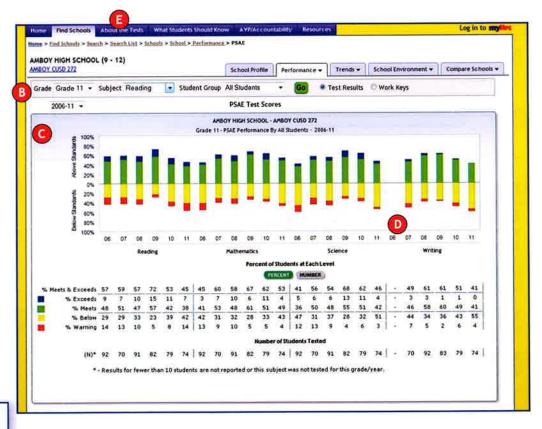


- Use dropdown menus to select criteria for display of Subject, Student Group data, and select Year(s), and click "Go"
- PSAE composite results starting in 2004
- D ISBE did not test writing in 2005 or 2006
- © Click on About the Tests for more information about the PSAE, including sample tests

**NOTE:** Navigate back to the School and PSAE pages by using the back button on your browser.

About Student Subgroups
The tests results graphs display
AYP subgroup results beginning in
2004. The AYP subgroups include
All Students, White, Black,
Hispanic, Asian, Native American, Multi-racial, Limited English
Proficient, Low Income, and IEP
(Special Ed).

6 | Find Schools



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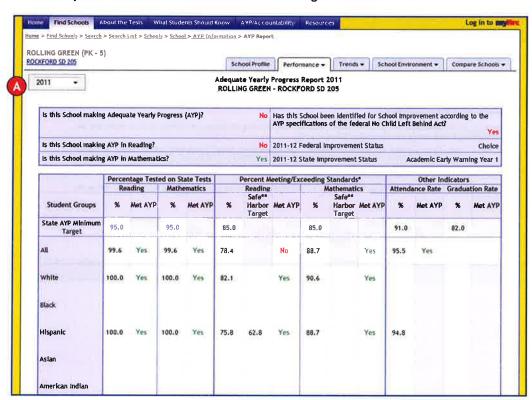
#### **AYP Accountability**

## How are your high schools performing compared to state and federal expectations?

A school or district's performance in meeting the "Adequate Yearly Progress" (AYP) criteria of No Child Left Behind determines state and federal rewards and sanctions.

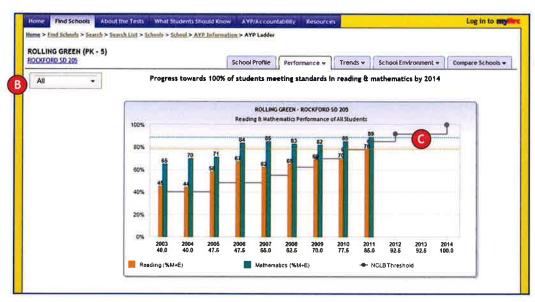
1. AYP Report - Shows how school/district is doing on each AYP criterion

About the Tests



Click down arrow to select a year

2. AYP Ladder - Percent of students meeting or exceeding standards in reading and math on AYP annual scale



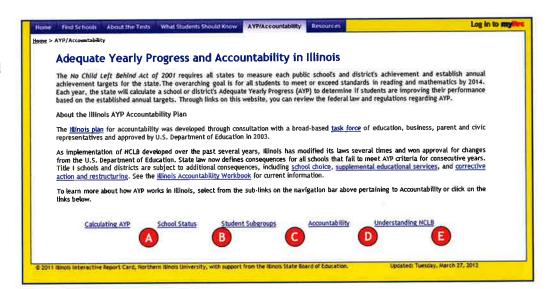
- Click down arrow to select student groups
- No Child Left Behind threshold required to meet Annual Yearly Progress criteria

#### **AYP Accountability**

## How are your schools performing compared to state and federal expectations?

The "Adequate Yearly Progress" (AYP) report computed for Illinois schools is a key measure of compliance with the federal No Child Left Behind legislation. Use the drop-down menu or the links at the bottom of the screen to learn more about how the accountability system works. See definitions in A-E below.

- Calculating AYP What is it and how is it calculated?
- School Status School and district status designations and what they mean
- G Student Subgroups Ten groups that must each make AYP in both reading and math
- Accountability Sanctions schools and districts can face under NCLB
- Understanding NCLB Links to web resources
  for the No Child Left
  Behind law



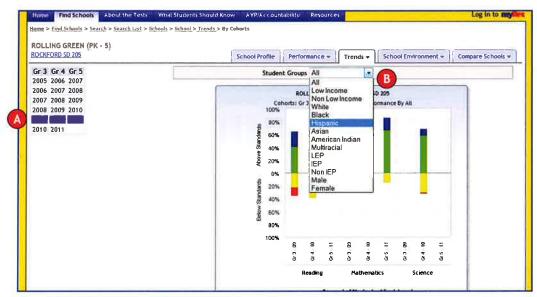
## Trends > Cohorts, Subject

## Are your students making sufficient progress over time?

Test result trends over time are displayed in three ways - by cohorts of students, by subject, and by comparison between the school, the district, and the state. The trends offer three ways to answer these questions - "How are we doing compared to standards, to ourselves, and to others?"

#### By Cohorts

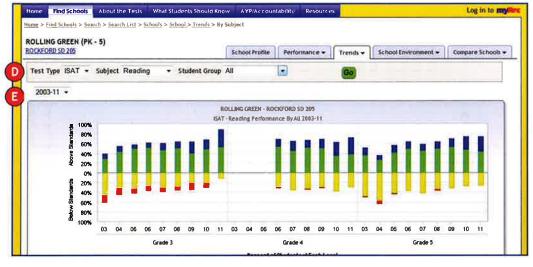
Track the performance of one group of students as they move through the grades.



- Click on the year range to compare
- Use drop-down menu to select a Student Group

#### By Subject

Track performance trends in each subject area as students move through your school.



- Use drop-down menu to select Test Type, Subject, Grade, and/or Student Group. Click "Go" to refresh charts.
- Click here to look at data from a different span of years

#### Trends > School, District, State

## Are your students making sufficient progress over time?

How does your school's performance compare to performance of your district as a whole? to performance of all Illinois students? Track and compare the trends by grade level, subject, and student group.

#### By School, District, and State

Track and compare trends in your school, district and state by grade, subject, or student group.

- Use drop-down menu to select Test Type, Subject, Grade, and/or Student Group. Click "Go" to refresh charts.
- Click here to look at data from a different span of years





Questions Board Members Should Ask

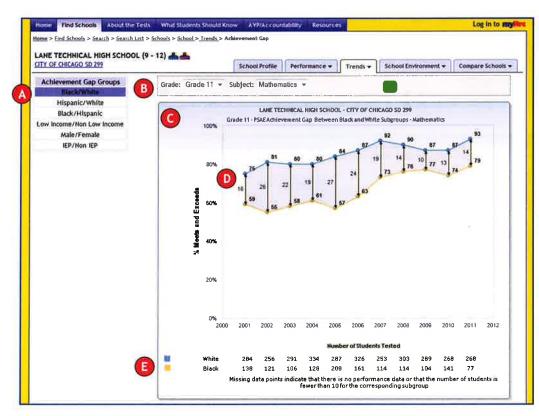
Which subjects are strong at our schools compared to district and state trends? Which are weak? How does our district compare to state trends?

10 | Find Schools iirc.niu.edu

## Trends > Achievement Gap

## Are your students making sufficient progress over time?

The achievement gap screens displays line graphs that show differences between performances of selected sub-groups over time.



- Select the groups to compare here
- Use the drop-down menus to change the Grade or Subject. Click "Go" to refresh the chart.

## Understanding the Achievement Gap Graph

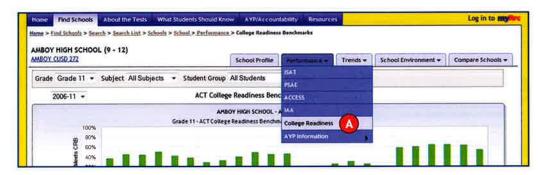
- Percent of students in each sub-group that meets or exceeds standards
- Lines indicate selected sub-groups
- Number of students included in each sub-group

Questions Board Members Should Ask
Is our district improving, maintaining the status quo, or losing ground in closing the achievement gap?

#### Performance > College Readiness

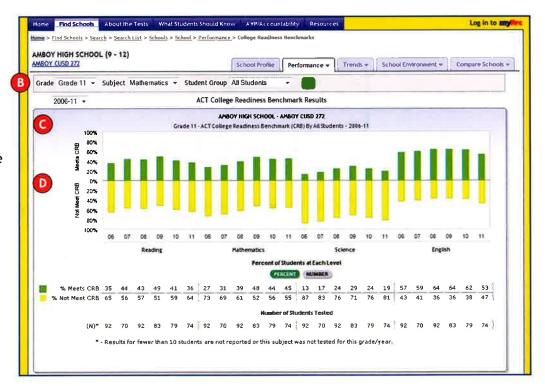
## Are your high school students on track to succeed in college?

O College Readiness tab



- Use dropdown menus to select criteria for display of Subject, Student Group data, select Year(s), and click "Go"
- ACT predicts % of students likely to succeed in freshmen courses in college
- = % of students meeting
   College Readiness
   Benchmarks
  - = % of students not meeting College Readiness Benchmarks

If your school is improving, the green bars will rise over time



Questions Board Members Should Ask
In which subject area are our students most likely to experience difficulty in college? Or show success in college?

Is there a clear trend over time? If so, what does the trend mean?

12 | Find Schools iirc.niu.edu

## Performance > Work Keys

## Are your high school students on track for career readiness?

Two Work Keys tests, Applied Mathematics and Reading for Information, are part of the Prairie State Achievement Exam. Supplied by ACT, these components measure readiness for the workplace in mathematics and reading. The scores are added into each student's PSAE results and also displayed separately in the IIRC graphs. The Work Keys scores offer students an additional credential to present to employers.



Click on Work Keys button.



- B Choose Subject, select
  Student Group, and click
  "Go"
- View graphs with two bars per year (green and yellow) that cluster performance levels to show above (green) and below (yellow) standards.
- Work Keys measures performance by levels 5-7 (above standards and more likely to be career-ready) and 0-4 (performance at various levels below standards)
- Return to PSAE scores by clicking "Test Results"

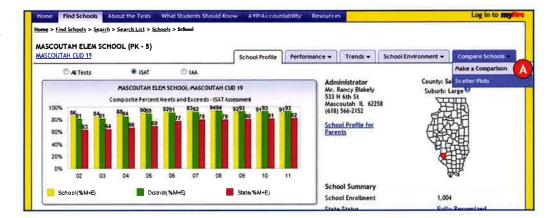
Questions Board Members Should Ask

What do the graphs tell us about our students' career readiness this year compared to last? Is there a trend over time?

## Compare Schools > Make a Comparison

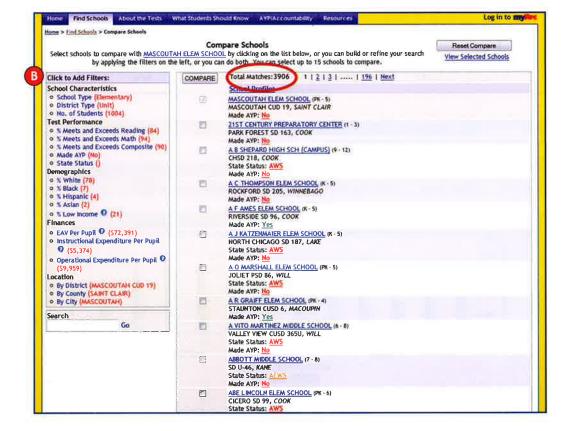
## Are your students making sufficient progress compared to other schools?

Select Make a Comparison.



B Select filters to provide bases for comparison.

Note: Total number of schools that participated in state assessments appears when no filters have been selected and decreases as filters are added.



14 | Find Schools iirc.niu.edu

## Compare Schools > Make a Comparison, Guided Activity

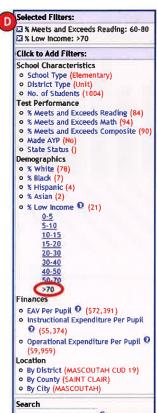
## Are your students making sufficient progress compared to other schools?

#### **Guided Exercise**

Use this guided activity on pages 15 and 16 to walk through some of the ways that you might choose to compare your school(s) or district with others.

#### Sample comparison shown







#### Sample exercise

- Start with Test Performance and click % Meets and Exceeds Reading.
  - Some filters offer additional choices. Click on 60-80.
- Add filters to customize comparisons or delete filters by clicking on the "x" box.
  - Under **Demographics** click % Low Income, then >70.
- Each filter added reduces the total number of schools.
  - Select up to **15** schools for comparison by clicking the boxes and then click **Compare**.

## Compare Schools > Make a Comparison, Guided Activity

## Are your students making sufficient progress compared to other schools?

Compare selected schools using the same IIRC tools available for a single school.

(F)

Click on any school to go directly to that school's profile for more information



16 | Find Schools iirc.niu.edu

## Compare Schools > Make a Comparison, Guided Activity

## Are your students making sufficient progress compared to other schools?



- Go to Performance and select a test to view a comparison
- H You can add additional filters here as well (ISAT + Low Income shown here)
  - Use browser's Back arrow to return to your comparison

Questions Board Members Should Ask

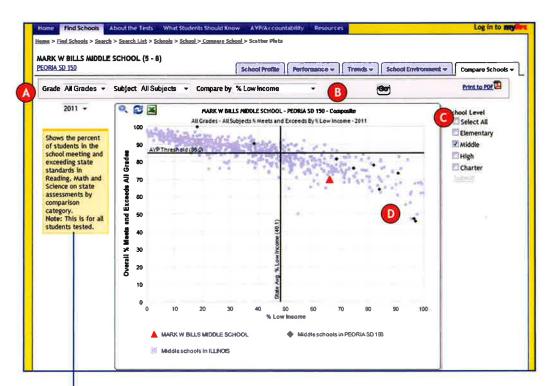
How is our school doing compared to the selected schools on the selected criteria? Is that acceptable?

#### **Compare Schools > Scatterplots**

## Are your students making sufficient progress compared to other schools?

These screens use one dot for each school to array the performance of students in a school compared to other schools in the district and across the state. The default screens show the performance of all schools in all subjects (represented by percent meets and exceeds) in relation to percentage of low-income students.

- A Select Grade and Subject
- B Select from 13 comparison criteria and click "Go"
- Select one or more school levels and click "Go"
- To learn about another school, hover your mouse and click on the dot.
- School you are currently viewing
- Other schools in the district
- All schools at the selected level



# User Tip

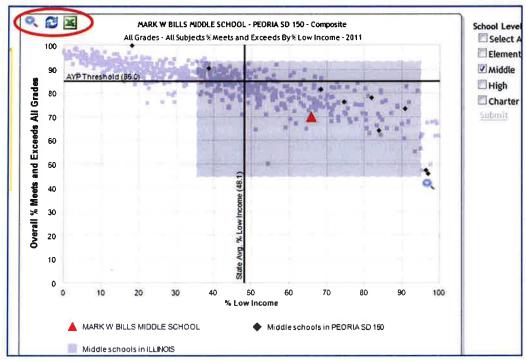
Look here for more information on the scatter plot data

18 | Find Schools iirc.niu.edu

Why or why not?

## **Compare Schools > Scatterplots**

## Are your students making sufficient progress compared to other schools?



Toolbar - upper left corner of scatterplot

🔍 To zoom in, select the magnifying glass from tool bar. Hold down mouse button, drag the cursor over the area you want to zoom in on. A gray box will appear as shown. Release the mouse button. (See inset gray box)

**2** Click here to reset your scatter plot

Click here to download this information into an Excel spreadsheet

**Questions Board Members Should Ask** How are the schools in our district (black diamonds and red triangle) doing compared to schools of similar socio-economic status? Are we satisfied with this performance?

Section Name | 19 iirc.niu.edu

Resources

# School Environment > About Students

About the Tests

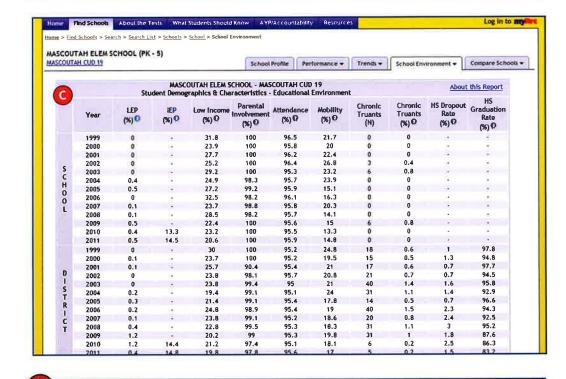
#### What is the school environment?

At this time, IIRC contains annual data from 1999 to the present that provides longitudinal information about students, educators, and administrators. This data helps describe components of the learning environment. About Students features detailed information on the students in the School, District and State.

- Race/ethnicity: Displays race and ethnicity of the student population for school, district, and state
- About this Report: Click to learn more about table

	H ELEM SCHOOL	L (PK - 5)	16					100000	
HATUO:	CUD 19			School Profile	Performance *	Trends ♥	School Environment →	Compare School	
A		MASCOUTAH ELEM SCHOOL - MASCOUTAH CUD 19 Student Demographics & Characteristics - Race/Ethnicity					About this Report		
•	Year	White (%)	Black (%)	Hispar (%)		slan %)	American Indian (%)	Multi Racial /Ethnicity (%)	
	1999	87.2	8.8	1.5	-	2	0.3	225	
	2000	88.4	7.7	1.6	1	.5	0.7	30.	
	2001	86.2	9.8	1.5	1	.6	1	.00	
	2002	86.3	9.1	1,9	1	.8	0.8	- 20	
S	2003	85	10.2	1.6		7	0.5	96)	
C	2004	83.4	11.3	2	2	7	0,6	3.4 5.7 6.8 7.1	
H	2005	84.8	7.1	2.7	1	.6	0.4		
0	2006	82.9	5.7	3	2	2.5	0.1		
Ĺ	2007	81.8	5.5	3	2	1.1	0.8		
	2008	82	5.5	2.6		2	0.7		
	2009	81.4	5.8	1.9	2	2.2	0.9	7.8	
	2010	79.7	5.8	1.8		2.2	0.8	9.7	
	2011	78,1	7.3	4.1	1	.5	0.7	7.6	
	1999	82.1	12.6	2.2		.8	0.2		
D I S	2000	82	12.7	2.3	1	.6	0.4	(9)	
	2001	80.7	13.3	2.6	1	.7	1.6	120	
	2002	80	13.8	2.9		2.7	0.5	(2)	
	2003	79.1	14.4	3		3	0.6	1981	
	2004	79.1	14	3.2		3.1	0.7	(20)	
R	2005	77.8	11.4	3.4		.9	0.2	5.3	
K I	2006	77.6	9,8	3.4		.7	0.2	7.3	
ċ	2007	76.5	8.9	3.8		.7	0.2	8.8	
Ť	2008	75.9	8.9	3.8		.8	0,3	9.3	
	2009	74.5	9.7	3.4		2.3	0.6	9.5	
	2010	73.4	10.8	3.2	1	2.2	0.7	9.7	
	2011	71.8	11.8	6.6		.6	0.6	6.9	
	1000	62	20.8	13.5		. 2	0.2	7.00	

- Student Characteristics Information on characteristics of the students in a school or district
- Definitions. Click on a guestion mark to learn more about a characteristic



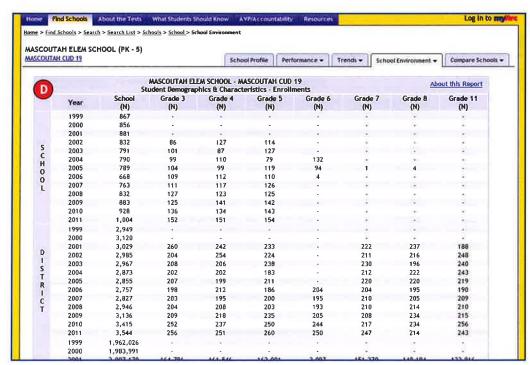
**Questions Board Members Should Ask** Is our student population changing by ethnicity, by characteristics? If so, what implications does this have for instructional needs? Resource alignment?

iirc.niu.edu 20 | Find Schools

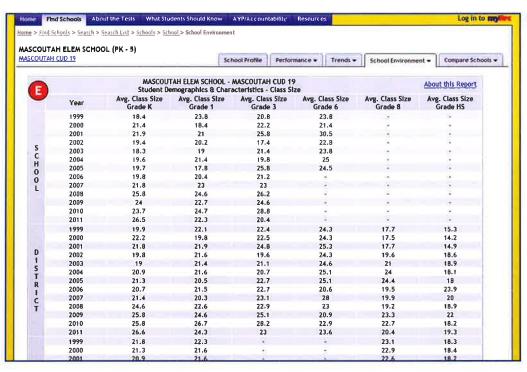
#### School Environment >About Students, continued

#### What is the school environment?

Home



Enrollments



Class Size E

**Ouestions Board Members Should Ask** 

Are there trends in enrollment or class size that we should consider?

#### School Environment > Educator Information

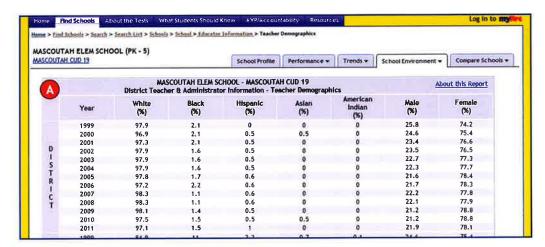
#### What is the school environment?

**Find Schools** 

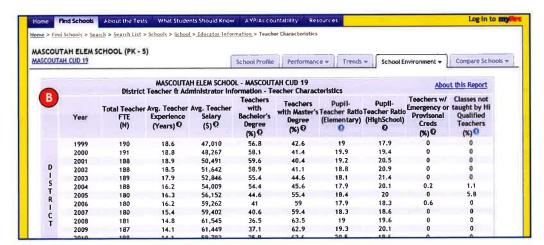
Home

The following screens show only district level data.

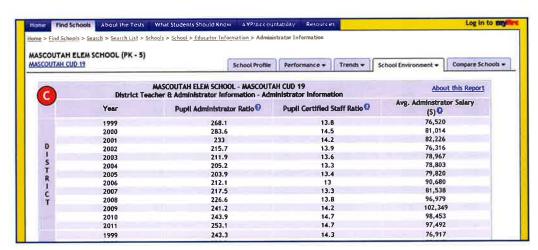
Teacher Demographics



- Teacher Characteristics
- Definitions. Click on a question mark to learn more about a characteristic



- Administrator Information
- ? Definitions. Click on a question mark to learn more about a characteristic



Questions Board Members Should Ask

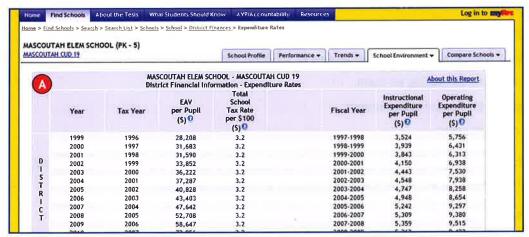
What implications do our teacher and administrator demographics have for student learning in our school(s)/district?

22 | Find Schools iirc.niu.edu

#### School Environment > Financial Information

#### What is the school environment?

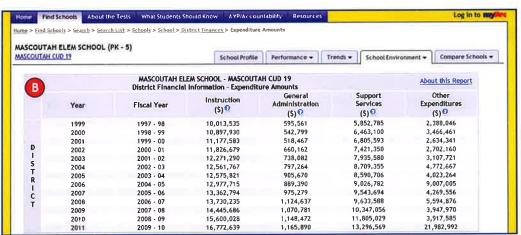
Longitudinal data tracks district finances over time. For definitions of terms, click on question marks in the tables or on About this Report. Three of the five finance tables in the IIRC are illustrated below.



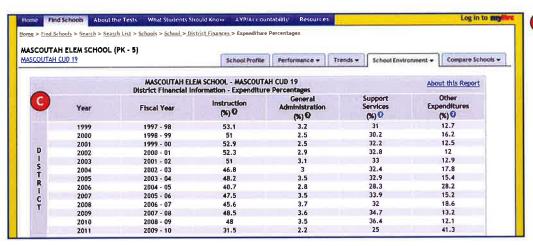


Resources

**? Definitions.** Click on a question mark to learn more about a characteristic



**Expenditure Amounts** 



Expenditure Percentages

**Ouestions Board Members Should Ask** Are there any trends impacting our financial ability to support student learning?

Find Schools | 23 iirc.niu.edu

#### MyIIRC data tools for educators

Are educators in your district using the data tools available through MyIIRC? In addition to the public report card, IIRC maintains a confidential, password-protected service called MyIIRC, containing individual student scores on state tests.

Local superintendents and principals control access to this rich source of data through distribution of passwords. Board members <u>do not</u> have access to individual student data in MyIIRC due to confidentiality guarantees in state and federal law. They should, however, know how MyIIRC data is being used to improve learning.

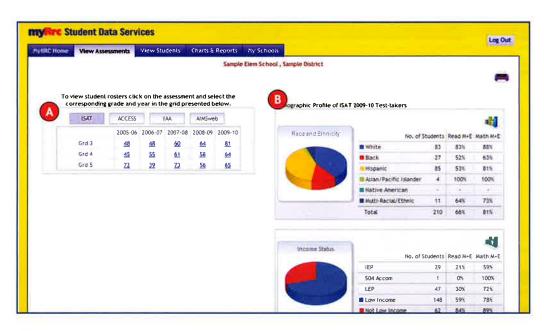
School data teams and individual teachers use MyIIRC in many ways:

- · Analysis of strengths and weaknesses of individual students and groups of students over time
- Measuring effectiveness of special programs in reading or math
- Collaboration on instructional changes that improve achievement
- Monitoring improvement in specific content areas

Ask administrators to show you how they are using individual student data through a demonstration with Sample School, a composite of real schools that uses numbers instead of names to protect the privacy of students.

#### Sample School in MyIIRC Student Data Services

- Select a test, grade, and year
- (AimsWeb) Sample School sends data on AimsWeb, a commercial test used by the district, for posting in myIIRC



Questions Board Members Should Ask

How is our staff using the MyIRC tools?

Are they being used to analyze the strengths and weaknesses of individual students or groups of students?

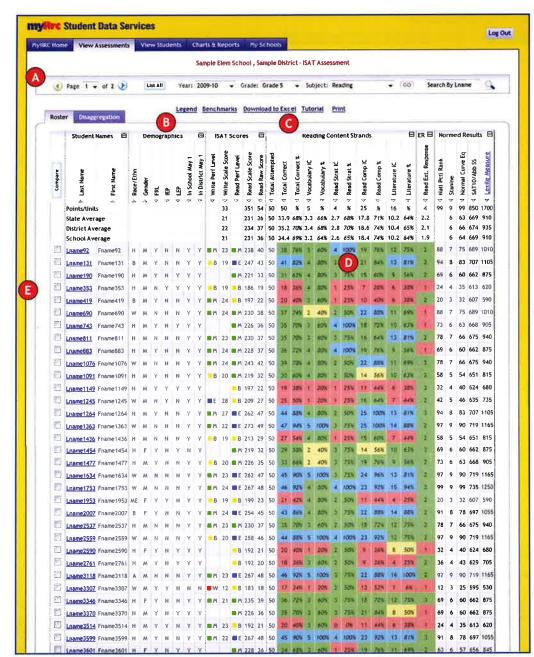
Are they being used to measure program effectiveness?

Are they being used for collaboration to improve instruction?

Are they being used to monitor improvement?

24 | MyIIRC iirc.niu.edu

#### Sample School Student Roster

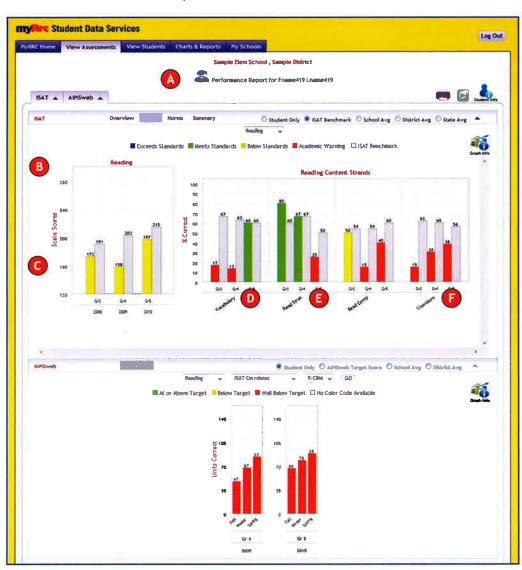


- A Select Year, Grade, and Subject with down arrows
- B Sort table by demographic factors to see performance of student groups on specific content
- See performance information on specific content areas.
- Review student performance with stronger content areas in blue and green and weaker areas in pink and yellow.
- Click on "Lname 419" to see individual performance graphs

iirc.niu.edu MyIIRC| 25

# Sample School Report for an Individual Student, Lname 419

- Teachers can review these individual achievement charts with students and parents
- B ISAT reading scores of Lname 419 in grades 3, 4, 5
- C Lname 419's overall scores were Below Standards
- Lname 419's vocabulary performance was strong in grade 5
- What happened to Lname
  419 in Reading Strategies in
  grade 5?
- In Reading Comprehension and Literature, Lname 419's scores are improving but still at the Warning level.



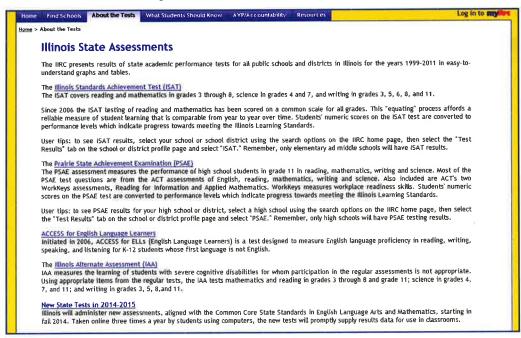
Longitudinal reports for individual students are suitable for sharing with parents and students.

26 | MyIIRC iirc.niu.edu

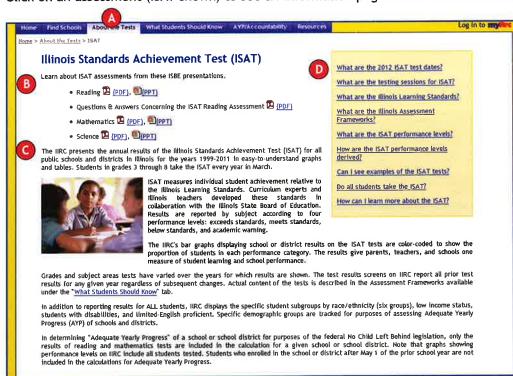
#### **About the Tests**

#### State Standards and Curriculum Materials

About the Tests gives comprehensive, current information about each of the state assessments — the ISAT, PSAE, ACCESS, and IAA. Illinois will continue to administer these tests through spring 2014. New tests aligned to the new standards will begin in fall 2014.



Click on an assessment (ISAT shown) to see an information page similar to the one below.



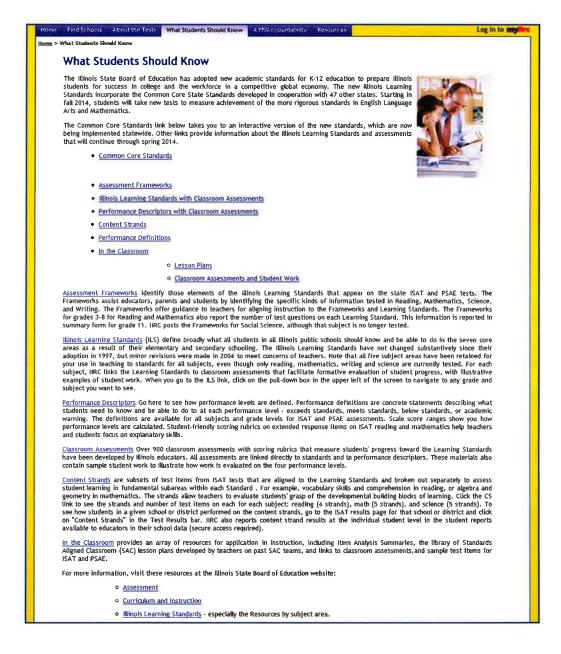
- Navigate for information on assessments
- B Specific information about each subject area on the tests
- General description of the test
- O Click on the questions to get more information

About the Tests | 27

#### What Students Should Know

#### State standards and curriculum materials

Extensive instructional materials are available on the What Students Should Know tab on the top navigation bar. Developed by ISBE working with Illinois teachers, these materials can help students, parents, and educators better understand instructional goals and assessments. The new Common Core Standards, now being implemented in Illinois schools, are available here in an easy-to-use, interactive format.

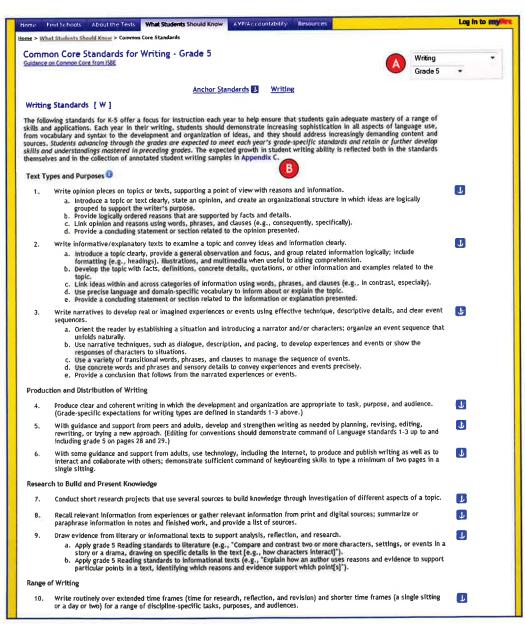


28 | What Students Should Know iirc.niu.edu

#### What Students Should Know > Common Core Standards

#### State standards and curriculum materials

The new Common Core standards adopted in 2010 are being implemented in Illinois schools. These standards are more rigorous than the Illinois Learning Standards in effect since 1997. New state tests linked to the new standards will begin in fall 2014. Information for parents and extensive materials for educators are available at http://www.isbe.net/common\_core/default.htm.



- Select subject and grade
- Click on the appendix to see samples of student work with notes related to meeting standards
- More information about this standard
- Anchor standards students are expected to make progress toward this general standard as they move through the grades

What Students Should Know | 29

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