

## Educator EOY Student Learning Objectives Checklist

Educators,

This checklist will guide you through the remaining, required steps in the Student Learning Objective process for the 2024-2025 school year. Please note that most items on the list must be **completed prior to your summative conference**.

### Phase 2: Monitor Progress to Drive Instruction

- Monitor student progress
  - Score and enter the final piece of evidence by **April 4th**
    - As you assess, consider calibrating scoring with your team to ensure validity
    - Have students put artifacts for each piece of evidence in their bulb digital portfolio
    - Document progress in the Student Growth Tracker

### Phase 3: Monitor Progress to Drive Instruction

**\*\*\*This section must be completed in its entirety prior to your summative.\*\*\***

- Complete Student Growth Data on your Student Growth Tracker ([Step-by-Step Instructions](#) Only Steps 2-12 for Phase Three)
  - Determine each student's End of Year Skill Level in Column N
  - The spreadsheet will calculate the Column O for you
  - View Phase 3 of the dashboard tab to see:
    - total number of students you monitored
    - number of students who did not meet expected growth
    - number of students who met expected growth
    - number of students who exceeded expected growth
- Reflect on student growth in response to instructional choices and consider possible areas of refinement to strengthen future practice ([SLO reflection](#) will be discussed in summative)
- Gather and prepare the following materials and resources to bring and discuss in your summative:
  - Completed Student Growth Tracker
  - Copies of student work for 2-4 students from the BOE (Body of Evidence) that you used to determine end of year student skill level
    - Note: Consider pulling up learner digital portfolios to easily share this evidence.*
  - Evidence of progress meetings with colleagues and/or adjustments to instruction
- Meet with appraiser to discuss outcomes and insights based on the above reflection as part of your summative conference
  - Note: SLO is a part of our T-TESS appraisal system. [This rubric](#) will be used to rate the student growth component.*

### Student Growth Final Submission

- Submit Student Growth Final Submission form in PowerSchool Perform not later than May 15th. ([Step-by-Step Instructions](#) Steps 13-40)
  - Note: Feel free to complete this step as soon as you have all of your SLO data scored!*