

How Will County Test Coordinators Train *Principals* on WESTEST Results?

District Level Planning/Training

Trainer: _____ Date: _____

Location: _____ Time Needed: _____

Target Reports	Other Materials Needed	Activities	Follow-Up Trainings	Comments/Notes
<p><i>School Reports</i></p> <ul style="list-style-type: none"> • Confidential Summary Report (CSR) • Confidential Item Analysis Summary (CIAS) • Confidential Roster Report (CRR) 				
<p><i>Student/Parent Reports</i></p> <ul style="list-style-type: none"> • Student Report • Individual Right Response Record 				

How Will Principals Train *Teachers/Counselors* on WESTEST Results?

School Level Planning/Training

Trainer: _____ Date: _____

Location: _____ Time Needed: _____

Target Reports	Other Materials Needed	Activities	Follow-Up Trainings	Comments/Notes
<i>School Reports</i> <ul style="list-style-type: none"> • Confidential Summary Report (CSR) • Confidential Item Analysis Summary (CIAS) • Confidential Roster Report (CRR) 				
<i>Student/Parent Reports</i> <ul style="list-style-type: none"> • Student Report 				

How Will Teachers Share WESTEST Results with *Students/Parents*?

Classroom Level Planning/Training

Trainer: _____ Date: _____

Location: _____ Time Needed: _____

Target Reports	Other Materials Needed	Activities	Follow-Up Trainings	Comments/Notes
<i>Student/Parent Reports</i> <ul style="list-style-type: none">• Student Report• Individual Right Response Record				

**How Will Principals Train Curriculum Teams and Counselors on WESTEST Reports, Results, and Uses?
How Will Teachers Share WESTEST Results with Students/Parents?**

School Level Planning/Training

Articulation Plans For	Reports	Purpose of Reports	Trainer	Location	Date/Time	Materials Needed
Parents	Student Report	Articulates levels of performance in content area tests				
	Individual Right Response Record	Identifies strengths and skills in need of improvement and promotes dialogue				
Students	Student Report	Articulates levels of performance in content area tests				
	Individual Right Response Record	Identifies strengths and skills in need of improvement and promotes dialogue				
Curriculum Teams & Counselors	Confidential Roster Report	Identifies target groups of students at each level of performance				
	Confidential Item Analysis Summary	Determines grade level or school wide instructional focus for subgroups				
	Individual Right Response Record	Identifies individual strengths and skills in need of improvement and promotes dialogue				
Principals	Confidential Summary Report	Creates a school wide picture of subgroup strengths and weaknesses by standard				

Complete and Return to County Test Coordinator