



Team SBR Planning sheet

District: _____

Contact name and email:

Team members:

Task	Outcome	Person(s) Responsible	Date for completion/ implementation
1.			
2.			
3.			
4.			
5.			

Task Tank: Here are some ideas for tasks

- Determine your SBR development team
- State the purpose for report card
- Determine the roll out sequence (grades, schools)
- Answer the “Crucial Questions” to develop a SBR
- Develop Reporting Standards
- Establish Performance Indicators
- Establish assessment/grading policies
- Create common assessments
- Offer professional development to District personnel (administrators, teachers, support staff)
- Develop reporting forms
- Decide Policy for new reporting procedures
- Pilot testing and revision
- Provide parent education
- Revise materials that have already been made