



OFFICE OF INSTRUCTION

aimswEBPlus Progress Monitoring Protocol

1. aimswEBPlus progress monitoring probes are secure testing materials. No probes should be used by examinees or anyone else for anything other than the sole purpose of testing/progress monitoring.
2. Students must have an aimswEBPlus benchmark score and/or baseline data, before using any progress monitoring probes. If a student arrives in between benchmark testing periods, then complete a Survey Level Assessment (SLA) on the student for baseline data.
3. Progress monitoring schedules should be set up in aimswEBPlus within 2 weeks of the last day of the fall and winter benchmarking periods. Clearly identify the intervention program being used from the pre-populated interventions in aimswEBPlus.
4. It is recommended that the teacher or paraprofessional providing the instruction be responsible for progress monitoring those in their intervention group. However, other personnel may complete progress monitoring as long as they have been trained during the current school year.
5. Students who are both EL and have an IEP only need to be monitored by one person.
6. K-8 special education teachers must ensure that the students on their case load with reading, writing, and/or math goals are progress monitored in aimswEBPlus using the appropriate measures, unless otherwise noted in the IEP or Tier 3 plan.
7. Instructional Coach or designee will monitor aimswEBPlus progress monitoring data once a month and update as needed. Additionally, it is recommended that the MTSS team debrief with the principal to discuss any students demonstrating intensive needs or not responding to instruction.

Creating & Setting Progress Monitoring Goals in aimswEBPlus

1. Goals will be written to the 26thile. Survey Level Assessments (SLAs) **must** be given if student's benchmark score is at or below the 10th percentile to determine the appropriate grade level for progress monitoring. The progress monitoring measure used must match the skill deficit and intervention.
2. aimswEBPlus writing is not administered as a benchmark assessment at any time throughout the year. For students who complete NWEA MAP, the Language Use score can provide some idea of general language expression skills, including writing. If writing is identified as a skill deficit, the Written Expression probes are used to identify a student's baseline for progress monitoring. Written Expression may be administered whole class or individually.
3. Number Naming Fluency (NNF) is the only mandatory mathematics aimswEBPlus benchmark assessment. It is administered to kindergartners during the benchmark windows. Other math assessments may be used for progress monitoring on an "as needed" basis for students demonstrating skill deficits in mathematics.

How Often Should We Be Progress Monitoring

- **Tier 3** students should be progress monitored every two weeks.
- **Tier 2** students should be progress monitored every two weeks if they receive a regular, frequent, and specific intervention using a district-wide Tier 2 approved program in addition to regular Tier 1 supports. All other Tier 2 students should be progress monitored as determined by the MTSS team.
- **IEP students and those in the referral process** should be progress monitored every week in their qualifying area(s).

Suggested Progress Monitoring Measures for Grades K-8th Grade

	K	1 st	2 nd	3 rd	4 th	5 th	6 th	7 th	8 th
Reading	LNF LWSF	ORF NWF LWSF	ORF SRF – 4 th & 5 th grade only				ORF SRF Maze		
Writing		TWW CWS							
Math	NNF	NCF-P MFF-1D	Classic M-CAP NSF						

LNF Letter Naming Fluency – *digital record form*
LWSF Letter Word Sounds Fluency – *digital record form*
NWF Nonsense Word Fluency – *digital record form*
ORF Oral Reading Fluency – *digital record form*
SRF Silent Reading Fluency – *TestNav (starting in 4th grade)*
Maze Classic Maze – *paper-pencil*

TWW Classic AIMSweb Written Expression – Total Words Written – *paper-pencil*
CWS Classic AIMSweb Written Expression – Correct Writing Sequences – *paper-pencil*

NNF Number Naming Fluency – *digital record form*
NCF-P Number Comparison Fluency – Pairs – *digital record form*
MFF-1D Math Fact Fluency – 1 Digit – *digital record form*
M-CAP Classic AIMSweb Math Concepts & Applications – *paper-pencil*
NSF Number Sense Fluency which is two measures – they come as a package deal – *TestNav*

- Number Comparison Fluency – Triads (NCF-T) **and**
- Mental Computation Fluency (MCF)

Revised 09.20.2023

