

## Benchmark Planning for Screening

Purpose:	Content Area:	Grade-Level:
Testing Window:	Make-up Window:	Date Entry Window:
Measures:		
Plan for Students Below Target (multi-gated or individual testing):		
Measurement Team (list team members and indicate Yes/No if training is needed):		
Who is Responsible for Training Team Members:		
Who is Responsible for Gathering Testing Material:		
Who is Responsible for Testing Procedures (location, schedule, scoring) Based on Member Availability:		
Who is Responsible for Managing Data (data entry):		
Who is Responsible for Report Formatting and Establishing Criteria for Acceptable Performance:		
Who is Responsible for Reviewing and Sharing Data with Teachers (include date of review):		
How will Data Be Reported to Parents:		