



Guide to the Pennsylvania Department of Education Standards Aligned System Portal

July 2014

Kristin J. Szewczyk, Ed. D./CCC-SLP, CBIS
Supervisor of Special Education
Communication Disorders and Sensory Impairments Program
Intermediate Unit 1

Table of Contents

Acknowledgements	
Overview	2
Home Page	3
Six Circles of the Standard Aligned System	
Standards	14
Assessment	26
Curriculum Framework	35
Instruction	44
Materials & Resources	51
Safe and Supportive Schools	60
Teacher Tools	
My Profile	67
My ePortfolio	70
My Websites	74
Publish Your Best	80
My Communities	85
Curriculum Mapping	90
Workshop Evaluation	96
Professional Development Center	97
References	101

Acknowledgements

It is with great appreciation I would like to thank Mr. Charles Mahoney, Intermediate Unit 1 Executive Director, and Mrs. Leigh Dennick, Intermediate Unit 1 Director of Special Education, for approving my participation in the 2013-2014 Pennsylvania Fellowship Program for Special Education Leaders, as well as for their continued support in my professional endeavors.

I would also like to thank Judy Ball and Ann Hinkston-Herrman for their guidance throughout the duration of the fellowship.

Overview of Standards Aligned System (SAS)

The Pennsylvania Department of Education established the Standards Aligned System (SAS), which is a comprehensive, research-based approach to educating students and improving student achievement. The SAS is comprised of six elements that affect student achievement:

- Standards
- Assessments
- Curriculum Framework
- Instruction
- Materials and Resources
- Safe and Supportive Schools

Furthermore, the Pennsylvania Department of Education established the SAS Portal to support the implementation of SAS across the Commonwealth. "The SAS Portal is designed to organize and deliver educational content carefully aligned to the Pennsylvania Academic and Core Standards and provide educators with integrated classroom tools to enhance their teaching effectiveness" (Pennsylvania Department of Education, n. d., ¶2). The SAS Portal is accessible at http://www.pdesas.org (Pennsylvania Department of Education, 2014).

The SAS Portal contains educational resources and information essential to educators; however, there are several features of the SAS Portal available only to registered users. Registered SAS users can utilize SAS tools to communicate, create and store curricular content, and assess student performance. The following SAS tools are available only to registered users:

- Classroom Diagnostic Tools
- Curriculum Mapping
- ePortfolio
- Professional Development Center
- Professional Learning Communities
- Publish Your Best
- Website Builder

Registration is free and available at http://www.pdesas.org/User/Register.

HOME PAGE

The home page of the PDE SAS Portal provides the starting point for accessing the extensive content and resources available on the website. The following features are available on the home page:

- SAS Logo
- Six Circles of the Standard Aligned System
- Login
- Teacher Tools
- Home
- Help
- Search/Advanced Search
- Featured Content
- SAS Portal Site Updates
- Upcoming Trainings and Events

SAS Logo

The SAS logo is located in the upper left corner of the Home Page. By clicking on the SAS logo, the user will be navigated back to the Home Page.



Six Circles of SAS

As previously mentioned, there are six circles of SAS, which are highlighted in the image below. Clicking on a specific circle will navigate the user to the corresponding section of the PDE SAS Portal. Each circle of SAS will be reviewed in more detail in subsequent sections of this document.



Login

As previously stated, there are several features of the SAS Portal available only to registered users. To access these features, the user must login. There are two ways to login to the PDE SAS Portal, which are viewable in the images below.





Teacher Tools

After logging in, the user may access the Teacher Tools feature, which is viewable in the image below.



The following Teacher Tools are available to registered users:

- My Profile
- My ePortfolio
- My Websites
- Publish Your Best
- My Communities
- Curriculum Mapping
- Workshop Evaluation
- Professional Development Center

Each tool will be reviewed in more detail in subsequent sections of this document.

Home

As with the SAS logo, clicking on the Home icon will navigate the user back to the Home Page.



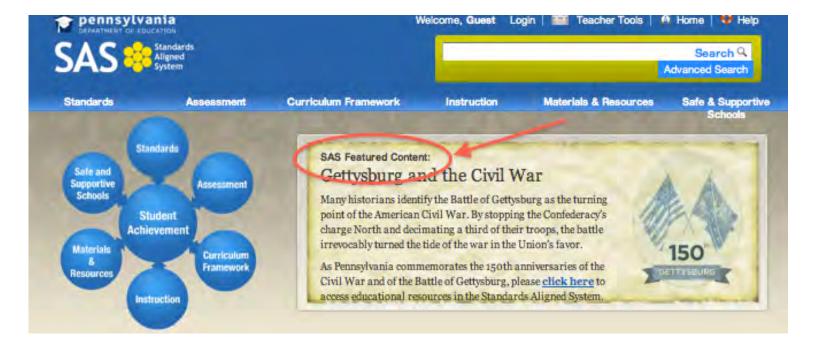
Help

Clicking on the Help icon will navigate to the <u>SAS Portal Help Desk</u> from which the user can request assistance, report an error, or provide comments/suggestions pertaining to SAS.



SAS Featured Content

The SAS Featured Content section of the Home Page also contains a direct link to the materials and resources pertaining to the <u>featured content</u>.



Search/Advanced Search

The Search/Advanced Search feature connects directly to the <u>Materials & Resources</u> circle of the PDE SAS Portal. The user can then search the available content and resources by inserting a Keyword or by selecting a Subject Area/Grade Level, Course, or Type of Material and Resource.



SAS Portal Site Updates

The SAS Portal Site Updates list any updates to the website. These updates may include changes to the SAS, the standards, current professional development opportunities, and upcoming events.

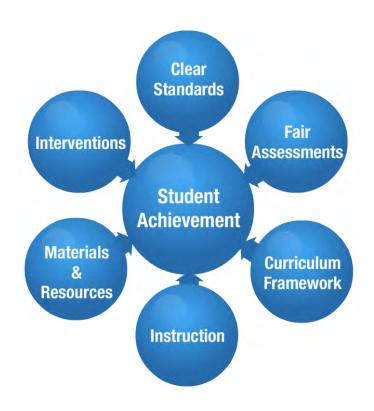


Upcoming Trainings and Events

The Upcoming Training and Events feature connects the user to the <u>SAS Training and Events Calendar</u>. The highlighted dates on the calendar signify dates of events. The events may be displayed by clicking on the highlighted date.



SIX CIRCLES OF THE STANDARD ALIGNED SYSTEM

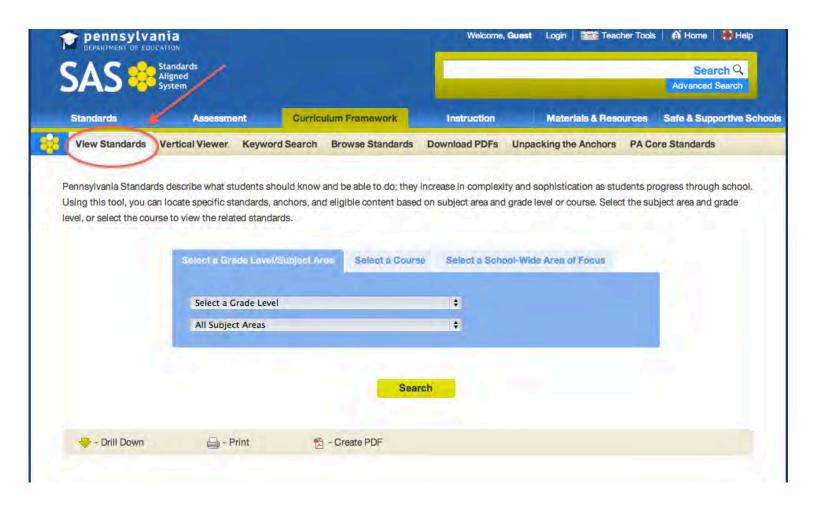




Pennsylvania Standards exemplify what students should know and be able to do after instruction.

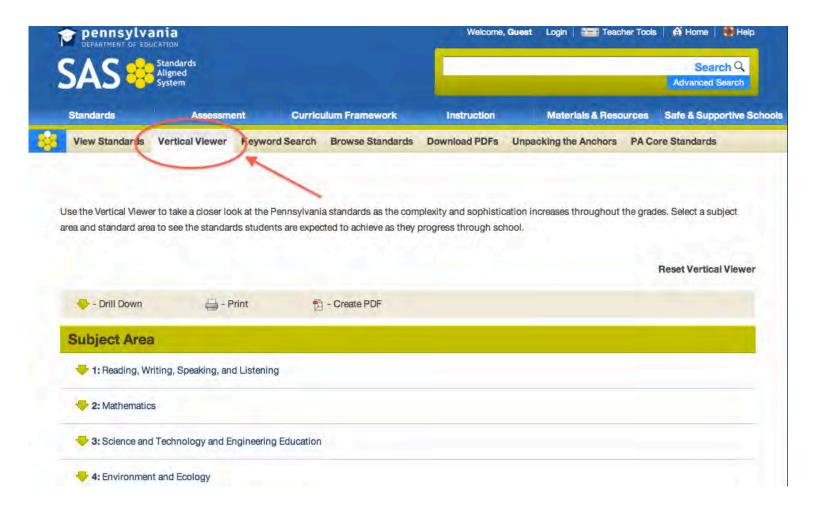
View Standards

Using this feature, the standards may be searched based on a subject area/grade level, course, or school-wide area of focus.



Vertical Viewer

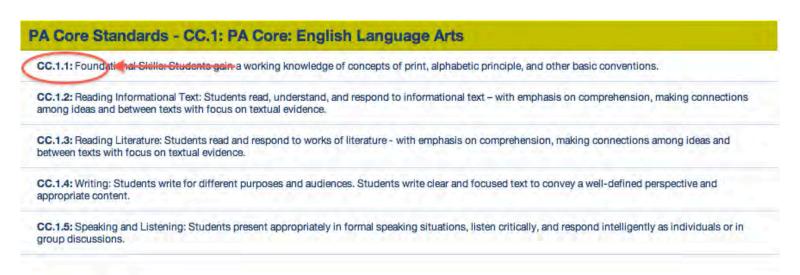
The Vertical Viewer allows the standards to be viewed as they progress across the grade levels.



First, select a Subject Area.



Next, select the Standard Area.

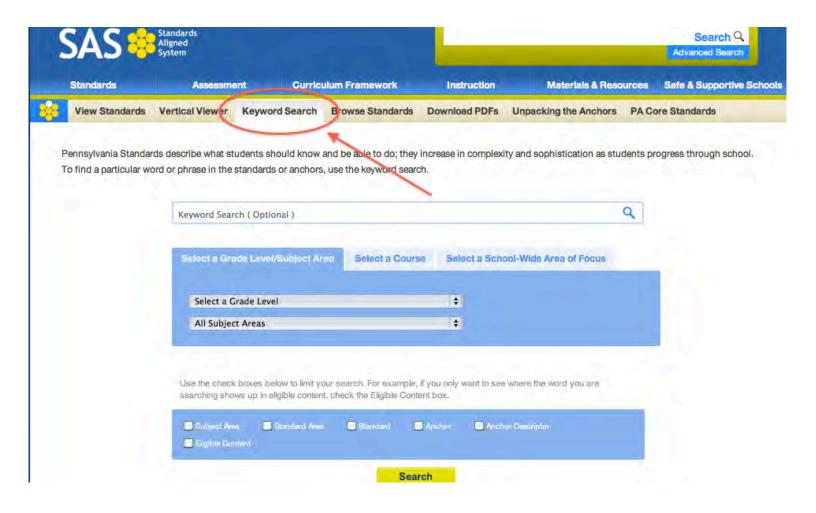


The default grade band located within the Vertical Viewer is Grades 3-8. To change the grade bands, select either Grades PK-3 or Grades 8-12 located on the left side of the page. Please see the image below.

Standard Area - CC.1.1: Foundational Skills: Students gain a working knowledge of concepts of print, alphabetic principle, and other basic conventions.						
See Grades PK - 3 See Grades 8 - 12	GRADE 3	GRADE 4	GRADE 5	GRADE 6	GRADE 7	GRADE 8
Book Handling	CC.1.1.3.A: Intentionally Blank	CC.1.1.4.A: Intentionally Blank	CC.1.1.5.A: Intentionally Blank	CC.1.1.6.A: Intentionally Blank	CC.1.1.7.A: Intentionally Blank	CC.1.1.8.A Intentional Blank
Print Concepts	CC.1.1.3.B: Intentionally Blank	CC.1.1.4.B: Intentionally Blank	CC.1.1.5.B: Intentionally Blank	CC.1.1.6.B: Intentionally Blank	CC.1.1.7.B: Intentionally Blank	CC.1.1.8.B Intentionall Blank
onological Awareness	CC.1.1.3.C: Intentionally Blank	CC.1.1.4.C: Intentionally Blank	CC.1.1.5.C: Intentionally Blank	CC.1.1.6.C: Intentionally Blank	CC.1.1.7.C: Intentionally Blank	CC.1.1.8.C. Intentionall Blank

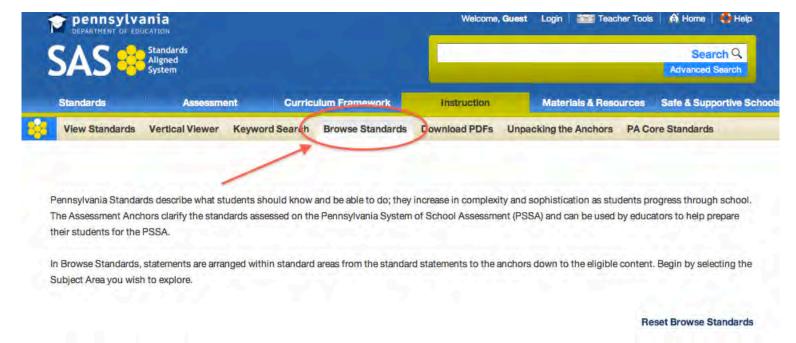
Keyword Search

This feature enables the standards and assessment anchors to be searched for a specific word or phrase.



Browse Standards

Browse Standards expands the standards from the level of Subject Area, Standard Area, Standard, Assessment Anchor, Anchor Descriptor, and Eligible Content.



Selecting the "Drill Down" feature, which is represented by the yellow arrow noted below, enables the expansion.



First, select the Subject Area.



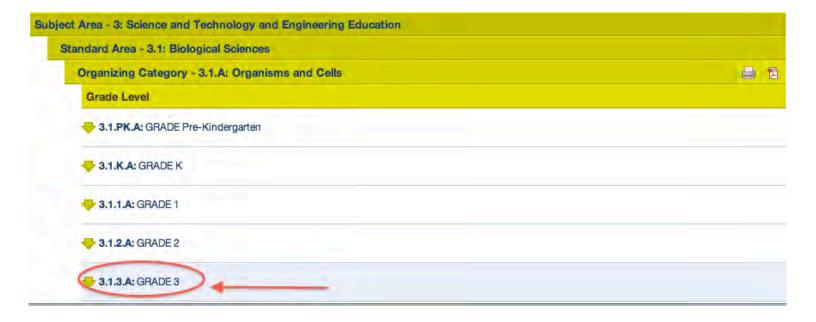
Second, select the Standard Area.



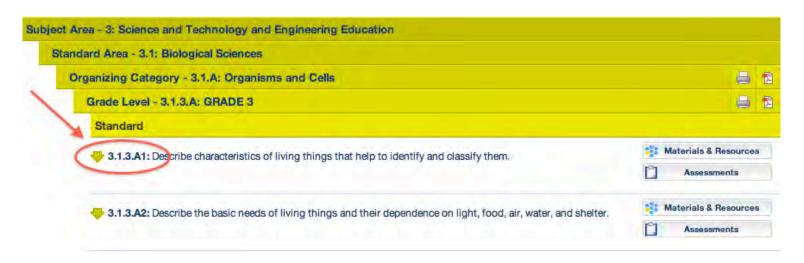
Third, select the Organizing Category, if applicable.



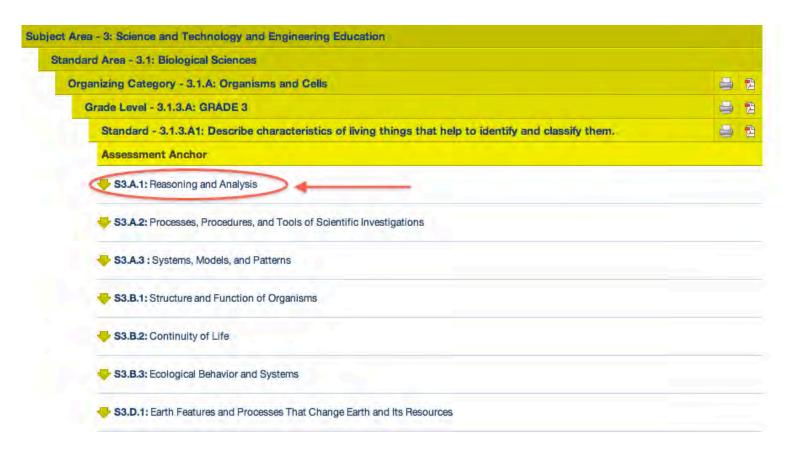
Fourth, select the Grade Level.



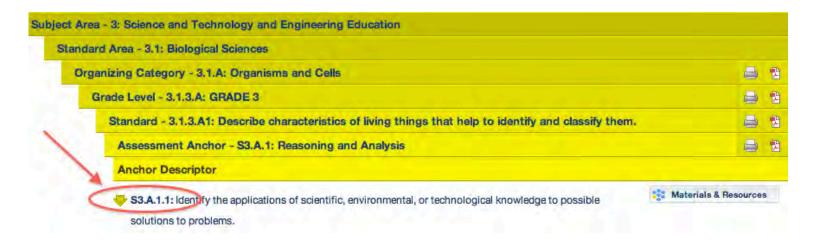
Fifth, select the Standard.



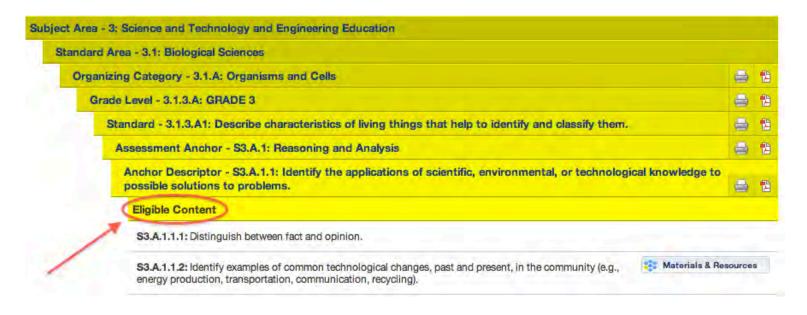
Sixth, select the Assessment Anchor.



Last, select the Anchor Descriptor.



The Eligible Content may now be viewed.

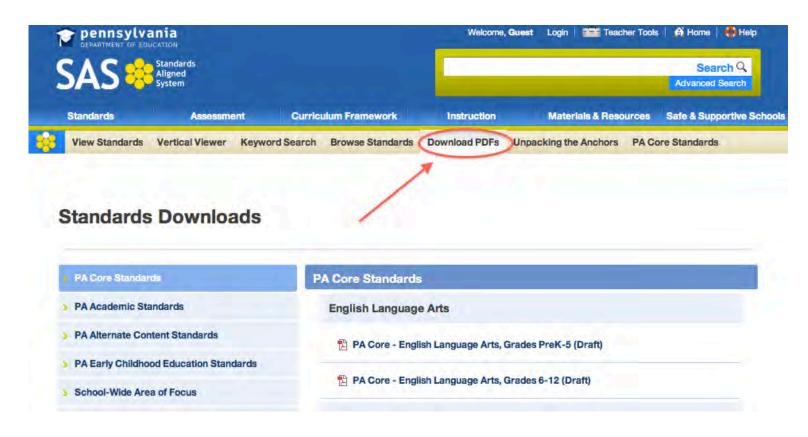


Download PDFs

On this section of the PDE SAS portal, PDF files of the following documents may be downloaded:

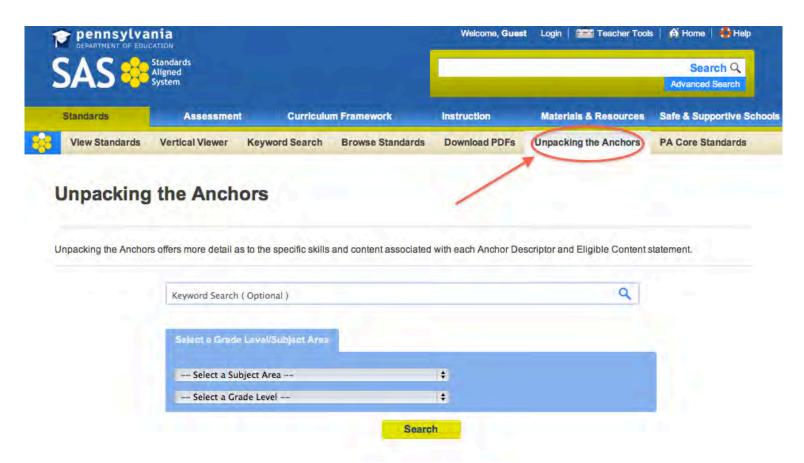
- PA Core Standards
- PA Academic Standards
- PA Alternate Content Standards
- PA Early Childhood Education Standards
- PSSA Assessment Anchors, Keystone Anchors
- PA Alternative Assessment Anchors
- PA Core Appendices
- PA Core Curriculum Frameworks
- PA Core Crosswalks
- PA Core Resources
- PA Core Training Modules

The PDF files may be saved and printed.

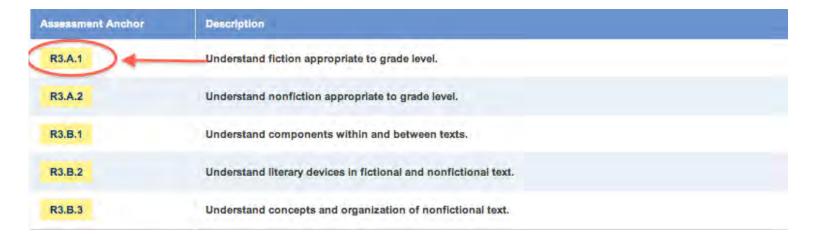


Unpacking the Anchors

This feature of the PDE SAS portal provides access to more detailed information regarding each Anchor Descriptor and Eligible Content statement. You may utilize the Keyword Search or select a Grade Level/Subject Area to locate the desired Assessment Anchors and Eligible Content.



After locating the Assessment Anchor, the Anchor Descriptor must be selected in order to view the content and corresponding skills. Please refer to the next images.



Assessment Anchors

R3.A.1 Understand fiction appropriate to grade level.

Anchor Descriptors

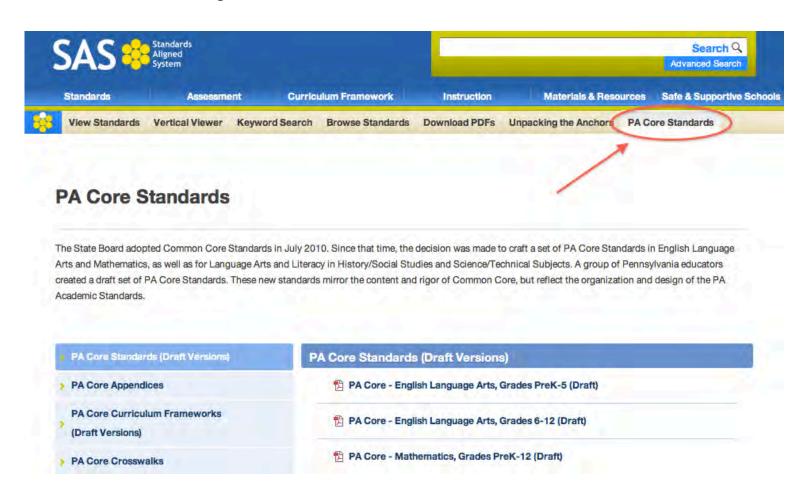
R3.A.1.1 - Identity and interpret the meaning of vocabulary.

lls	Content
Identify a synonym of a word used in text Identify an antonym of a word used in text Interpret a synonym of a word used in text Interpret an antonym of a word used in text	Antonym
Identify meaning of multiple-meaning words used in text Interpret meaning of multiple-meaning words used in text	Multiple-meaning words
Identify a synonym of a word used in text Identify an antonym of a word used in text Interpret a synonym of a word used in text Interpret an antonym of a word used in text	Synonym

PA Core Standards

The PA Core Standards and related documents may be accessed from this section of the PDE SAS portal. The resources include the following:

- PA Core Appendices
- PA Core Curriculum Frameworks
- PA Core Crosswalks, PA Core Resources
- PA Core ELA/Math Training Modules
- ELA Assessment Anchors and Eligible Content
- Mathematics Assessment Anchors and Eligible Content
- ELA Emphasis Guide
- Mathematics Emphasis Guide and Cluster Matrices

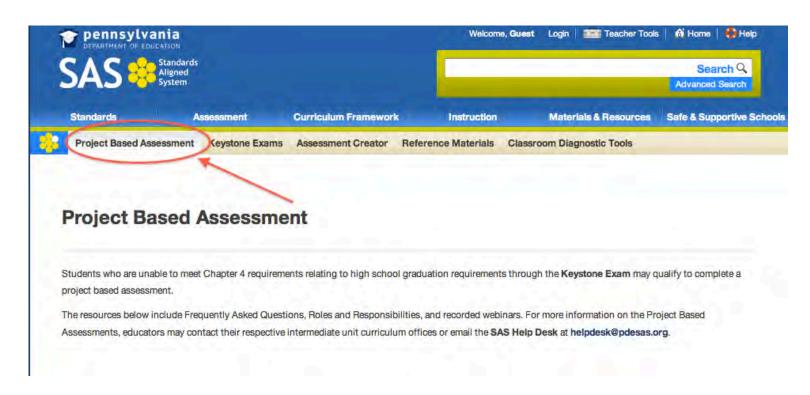




Assessment offers tools and resources to support the process of assessing, evaluating, and documenting student learning in order to improve professional practice and increase student achievement.

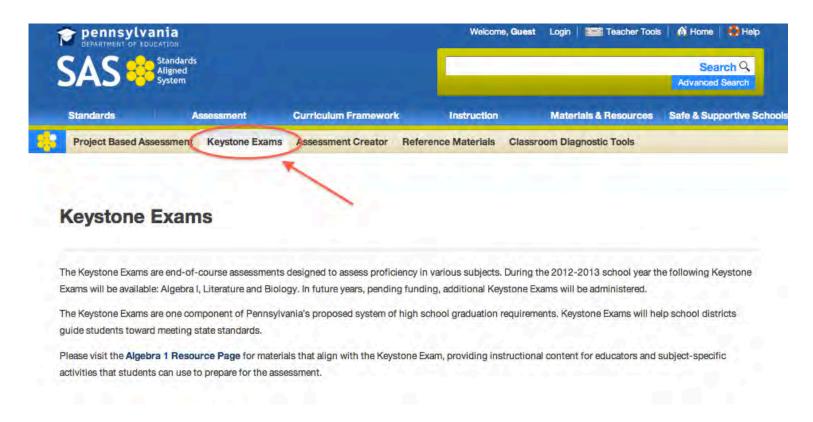
Project Based Assessment

Project Based Assessment provides information and resources pertaining to the Chapter 4 requirements for students who are unable to meet the Keystone Exam and graduation requirements. The resources include Frequently Asked Questions, Roles and Responsibilities, and recorded webinars.



Keystone Exams

Keystone Exams offers information and resources pertaining to this assessment. General information, including General Keystone Information, Report Interpretation Guides, and Test Accommodations, as well as specific information regarding the English Language Arts (Literature), Mathematics (Algebra I), Science (Biology), and pending Social Studies (Civics and Government) examinations are provided.

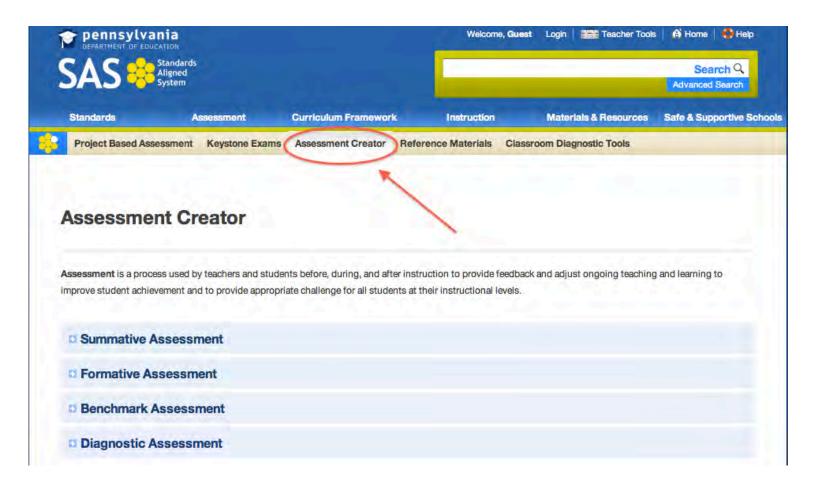


Assessment Creator

There are four types of assessment:

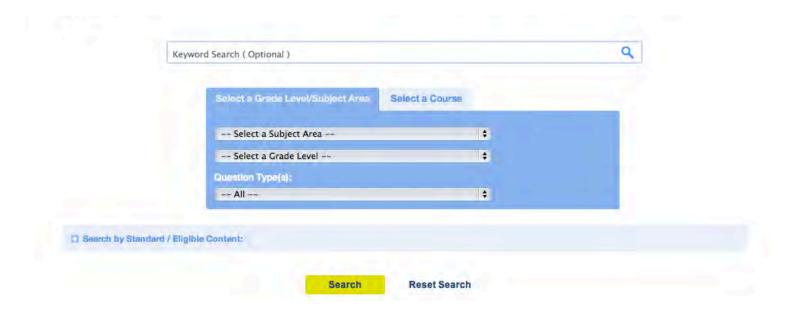
- Summative Assessment
- Formative Assessment
- Benchmark Assessment
- Diagnostic Assessment

Each type of assessment is reviewed in detail by selecting it from the list below.

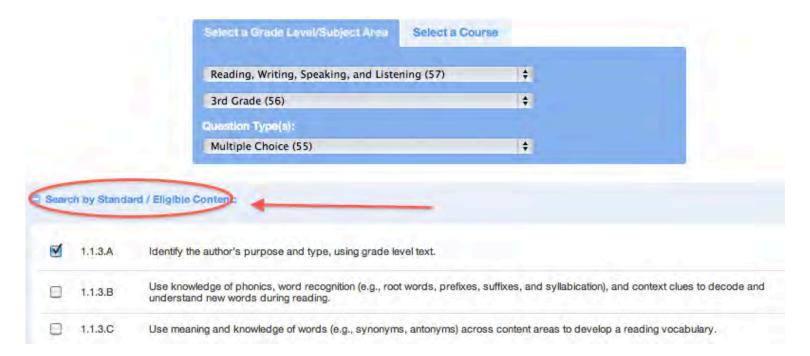


The Assessment Creator is a tool used to create tests based on specific subject areas, grade levels, or courses.

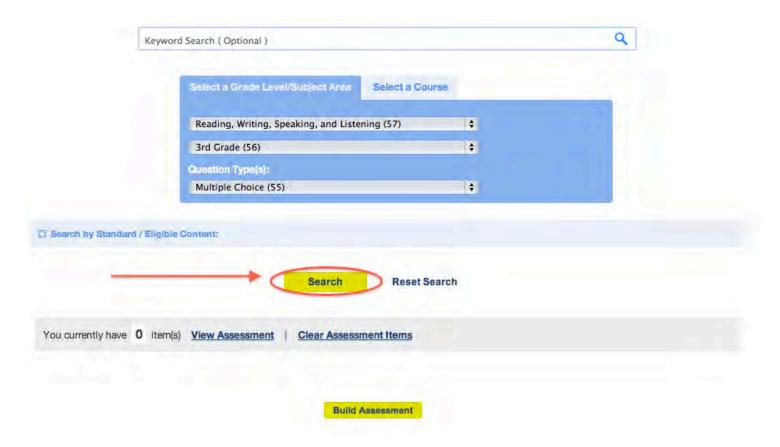
To begin, search by Keyword or select a subject area, grade level, and question type.



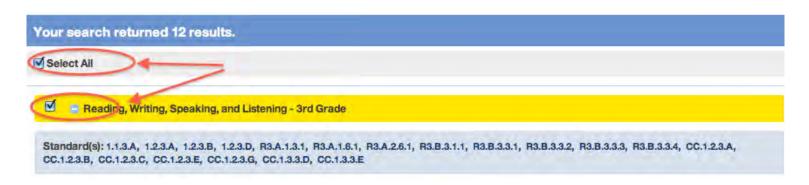
The tests can also be filtered using Standards and Eligible Content.



Then, select Search.



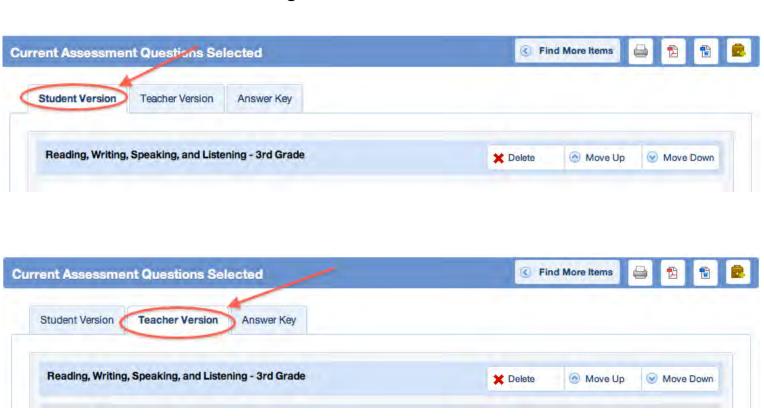
Select the assessments you would like to utilize by placing a check in the box beside the Subject Area, or check Select All to utilize all of the assessments.

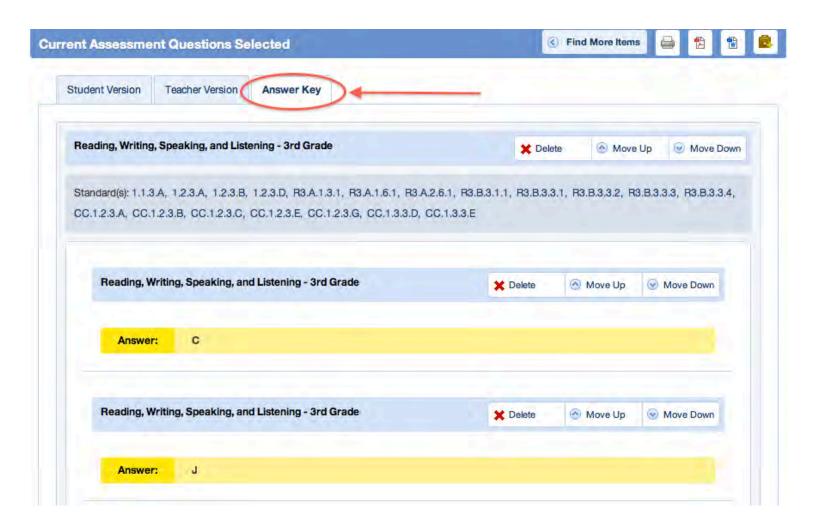


Scroll to the bottom of the page, and select Build Assessment.



You can then view a Student Version, Teacher Version, and Answer Key to the selected assessments. Please view the images below.





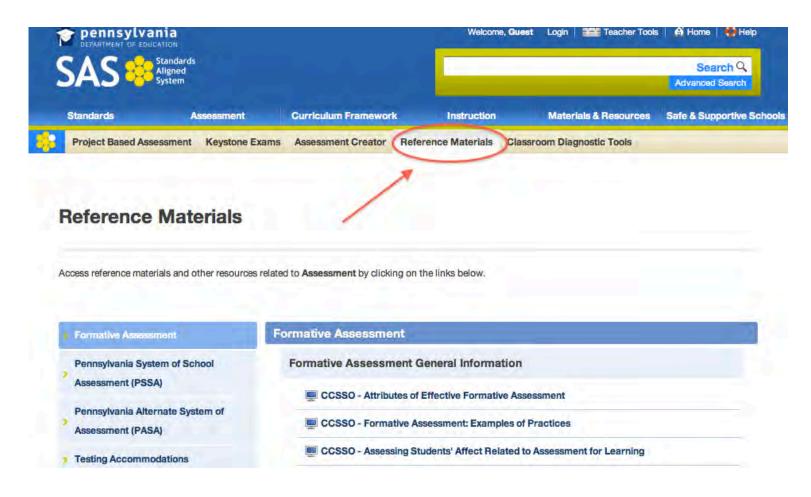
You may choose to print the assessments, export them to a PDF file or Word document, or save them to your ePortfolio.



Reference Materials

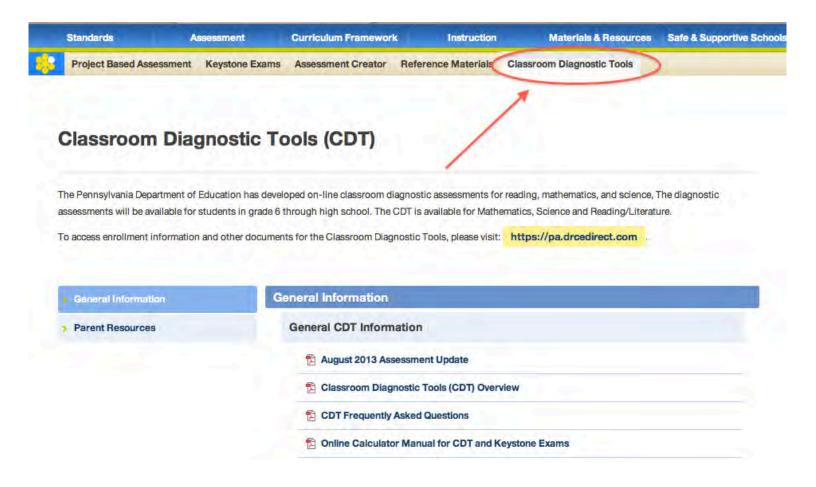
Reference Materials provides additional resources pertaining to Assessment. The resources include the following:

- Formative Assessment General Information
- PSSA General Information
- PSSA Assessment Handbook and Resources
- PSSA Item Samples and Performance Level Descriptors
- PASA General Information
- Testing Accommodations
- PVAAS General Information
- Comprehensive Planning Information



Classroom Diagnostic Tools

Classroom Diagnostic Tools provides General Information and Parent Resources regarding these online assessments.

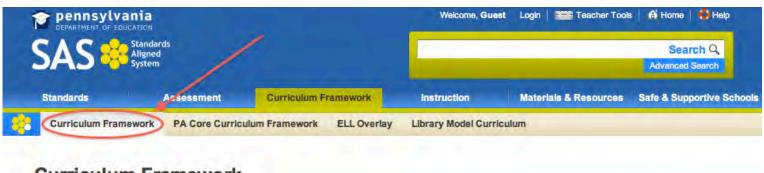




Curriculum Framework

The Curriculum Framework specifies what is to be taught for each subject in the curriculum.

Curriculum Framework



Curriculum Framework

The Curriculum Framework specifies what is to be taught for each subject in the curriculum. In Pennsylvania, Curriculum Frameworks include Big Ideas, Concepts, Competencies, and Essential Questions aligned to Standards and Assessment Anchors and, where appropriate, Eligible Content.

Curriculum Framework Definitions:

- Big Ideas: Declarative statements that describe concepts that transcend grade levels. Big Ideas are essential to provide focus on specific content for
- . Concepts: Describe what students should know (key knowledge) as a result of this instruction specific to grade level.
- . Competencies: Describe what students should be able to do (key skills) as a result of this instruction, specific to grade level.
- Essential Questions: Questions connected to the SAS framework and are specifically linked to the Big Ideas. They should frame student inquiry, promote critical thinking, and assist in learning transfer.

The Curriculum Framework consists of Big Ideas, Concepts, Competences, and Essential Questions.

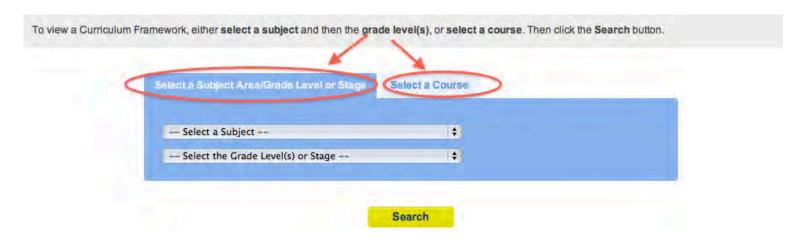
Big Ideas: Declarative statements that describe concepts that transcend grade levels. Big Ideas are essential to provide focus on specific content for all students.

Concepts: Describe what students should know (key knowledge) as a result of this instruction specific to grade level.

Competencies: Describe what students should be able to do (key skills) as a result of this instruction, specific to grade level.

Essential Questions: Questions connected to the SAS framework and are specifically linked to the Big Ideas. They should frame student inquiry, promote critical thinking, and assist in learning transfer.

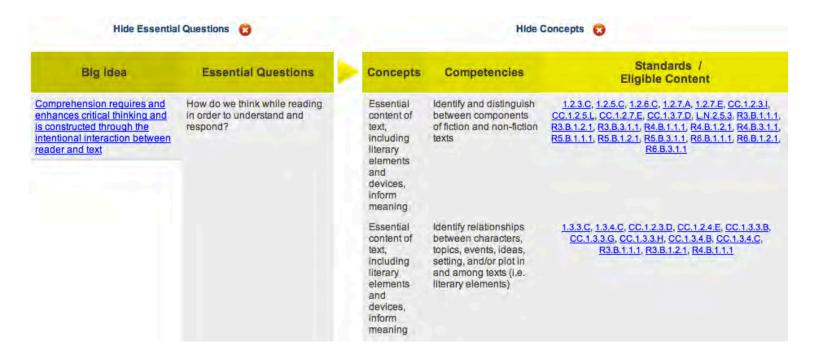
The Curriculum Framework may be searched either by Subject/Grade Level or Course.



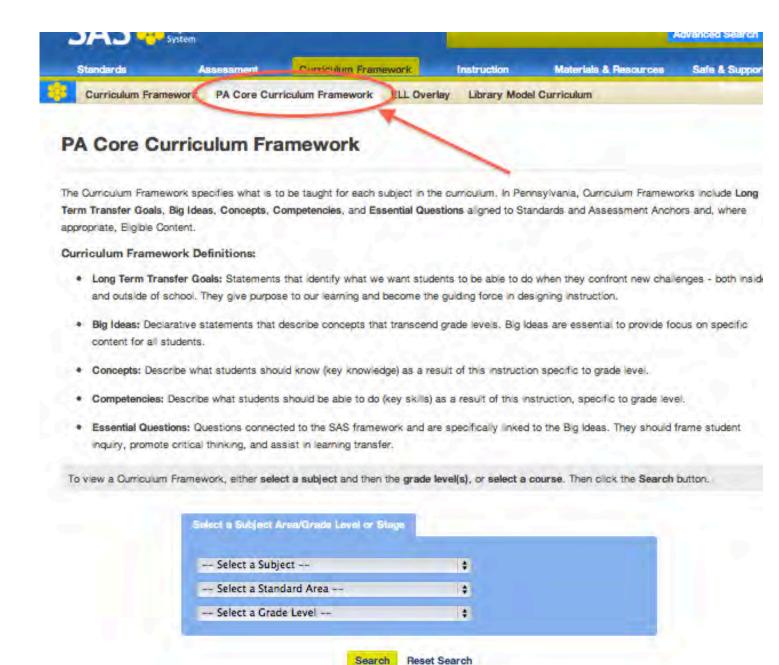
After the Subject/Grade Level or Course is selected, the Big Idea will appear with a blue hyperlink. Click on the blue hyperlink to reveal the Big Ideas, Concepts, Competencies and Essential questions. Please see the images below.



Comprehension requires and enhances critical thinking and is constructed through the intentional interaction between reader and text



PA Core Curriculum Framework



The PA Core Curriculum Framework consists of Long Term Transfer Goals, Big Ideas, Concepts, Competencies, and Essential Questions.

Long Term Transfer Goals: Statements that identify what we want students to be able to do when they confront new challenges - both inside and outside of school. They give purpose to our learning and become the guiding force in designing instruction.

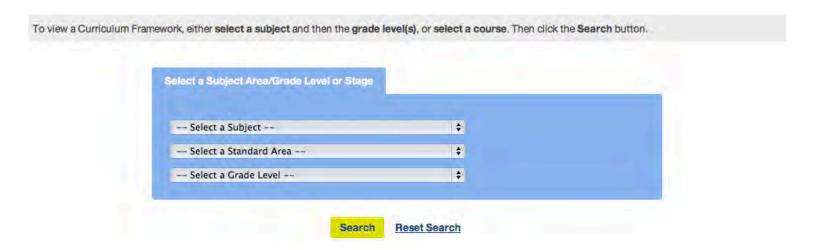
Big Ideas: Declarative statements that describe concepts that transcend grade levels. Big Ideas are essential to provide focus on specific content for all students.

Concepts: Describe what students should know (key knowledge) as a result of this instruction specific to grade level.

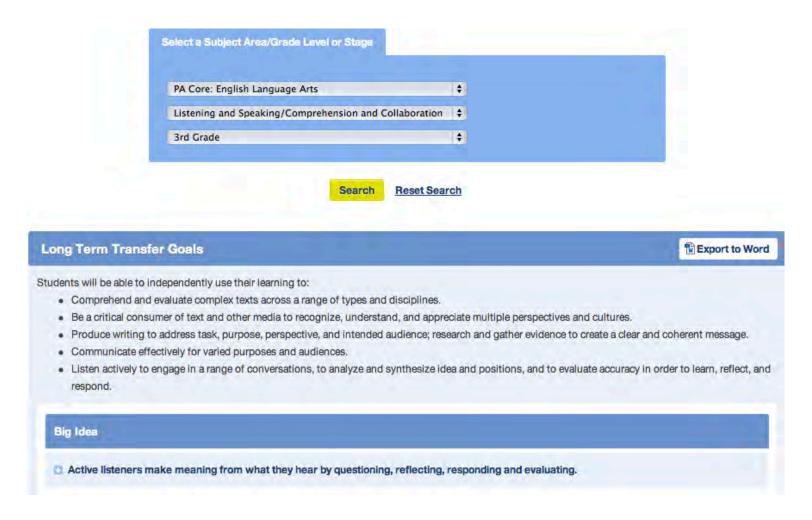
Competencies: Describe what students should be able to do (key skills) as a result of this instruction, specific to grade level.

Essential Questions: Questions connected to the SAS framework and are specifically linked to the Big Ideas. They should frame student inquiry, promote critical thinking, and assist in learning transfer.

The PA Core Curriculum Framework may be searched either by Subject, Standard Area, and Grade Level.



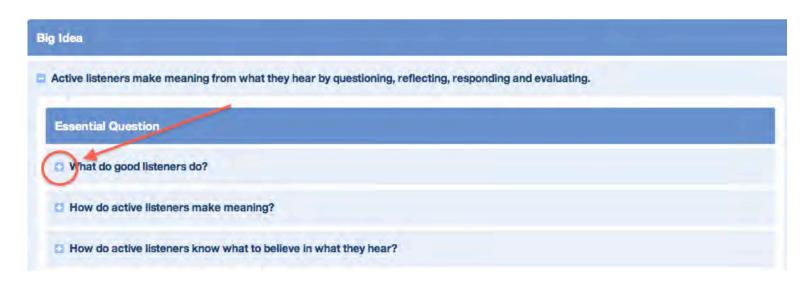
After the Subject Area, Standard Area, and Grade Level are selected, the Long Term Transfer Goals and Big Idea(s) are revealed.



To view the Essential Questions, select the plus sign next to the Big Idea statement.



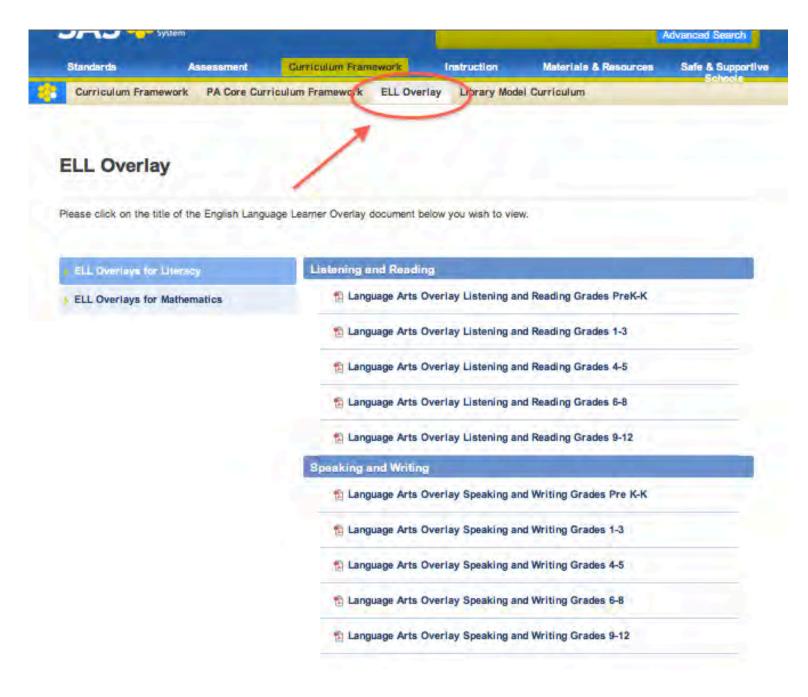
To view the Concepts and Competencies, select the plus sign next to the Essential Question.



/hat do good listeners do?				
Concepts	Competencies	Vocabulary	Standards	Eligible Conten
Collaborative Discussion	Engage effectively in a range of collaborative discussions on grade level topics and texts, building on others' ideas and expressing their own clearly.	Intentionally Blank	CC.1.5.3.A	
Critical Listening	Determine the main ideas and supporting details of a text read aloud or information presented in diverse media formats, including visually, quantitatively, and orally.	Intentionally Blank	CC.1.5.3.B	
Evaluating Information	Ask and answer questions about information from a speaker, offering appropriate detail.	Intentionally Blank	CC.1.5.3.C	

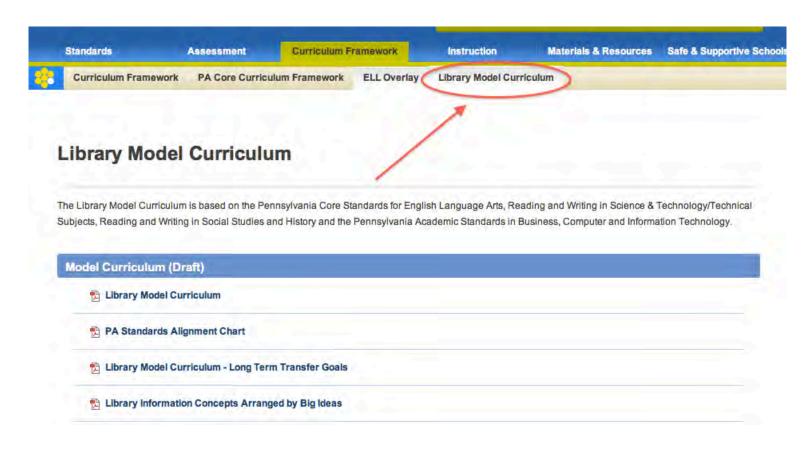
ELL Overlay

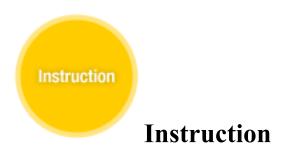
ELL overlays provide a framework for formative instruction and assessment. ELL overlays are available for Literacy and Mathematics in bands Grades PreK-K, Grades 1-3, Grades 4-5, Grades 6-8, and Grades 9-12. The PDF files may be saved and printed.



Library Model Curriculum

The Library Model is a draft curriculum to be utilized by Pennsylvania School Library programs. The curriculum is based on the PA Core Standards for English Language Arts, Reading and Writing in Science & Technology/Technical Subjects/Reading and Writing in Social Studies and History, and the Pennsylvania Academic Standards in Business, Computer, and Information Technology. Documents including the Library Model Curriculum, PA Standards Aligned Chart, Long Term Transfer goals, and Library Information Concepts Arranged by Big Ideas are available for download.

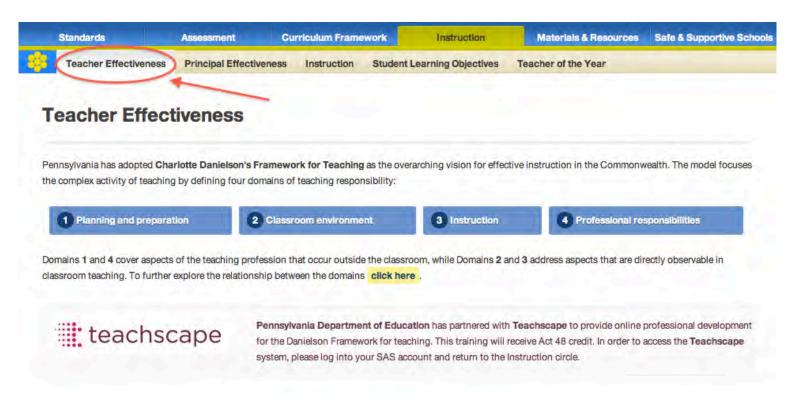




Aligned instruction comprises the following activities: Teaching topics that are aligned with the standards, Ensuring the right level of challenge, Focusing teaching based on the learning needs of each student, Implementing instructional strategies to increase student achievement.

Teacher Effectiveness

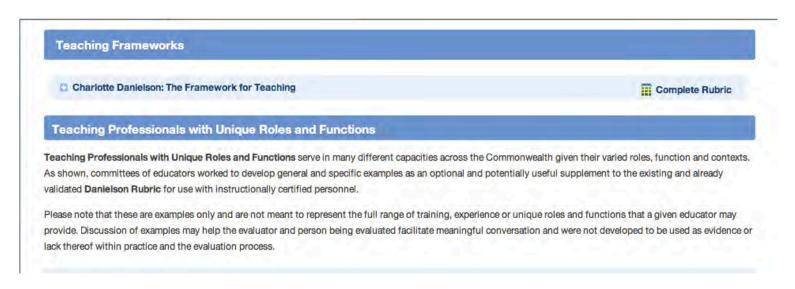
Teacher Effectiveness contains information regarding the Danielson Framework for Teaching, including the four domains of teaching responsibility and the complete evaluation rubric. To obtain professional development regarding the Danielson Framework for Teaching, access to Teachscape is available. To access Teachscape, you must first login to your PDE SAS portal account, and then select Instruction.



Teaching Professionals with Unique Roles and Functions

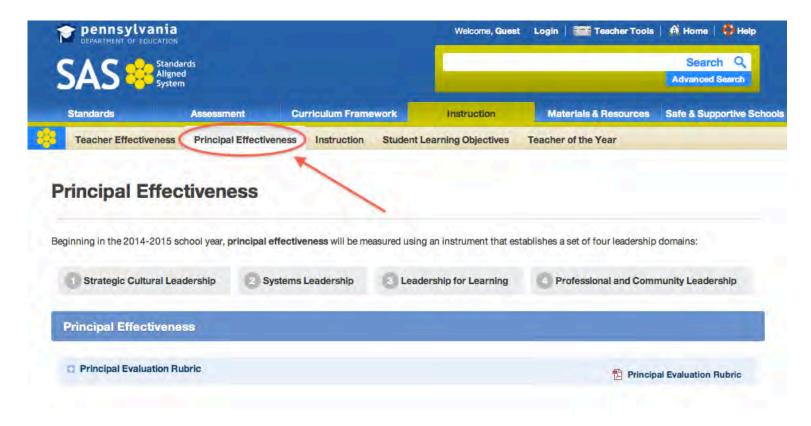
To better evaluate Teaching Professionals with Unique Roles and Functions, Examples and Guiding Questions have been developed. These documents supplement the Danielson Framework for Teaching Rubric. Examples and Guiding Questions are available for the following:

- Autistic, MDS, and Life Skills Teachers
- Career and Technical Education Teachers
- Early Childhood Teachers, Emotional Support Teachers
- English as a Second Language Teachers
- Gifted Education Teachers, Learning Support Teachers
- Reading Specialists
- School Librarians
- Speech-Language Pathologists
- Teachers of Students who are Deaf/Hard of Hearing



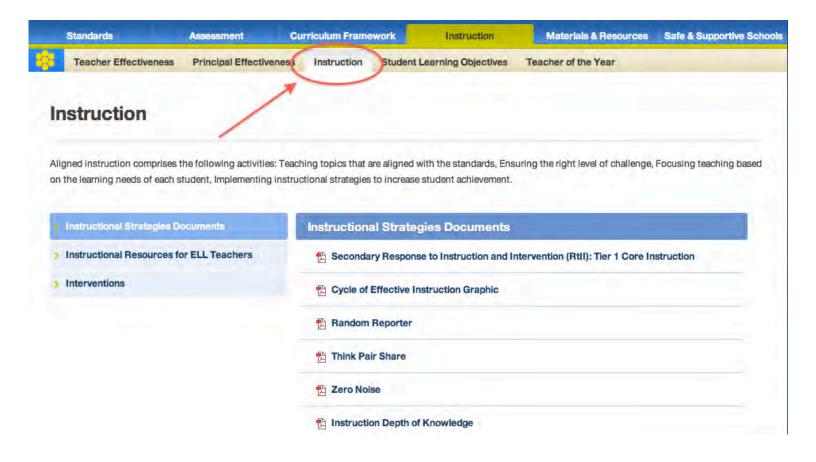
Principal Effectiveness

The Principal Effectiveness initiative goes into effect during the 2014-2015 school year. The Principal Evaluation rubric is available for review and download.



Instruction

Instruction contains Instructional Strategies Documents, Instructional Resources for ELL Teachers, and Interventions.

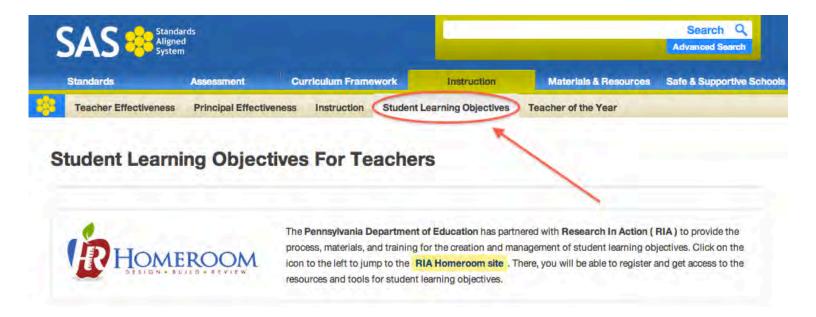


Instructional Videos can be searched according to Grade Level/Subject Area or Course. The check boxes can be utilized to search specific instructional strategies and practices.

Search Videos Use the search below to locate instructional videos based on keyword, subject and grade level or course, and instructional strategies. You can also use the Advanced Search button to locate a video based on the Standards and Eligible Content addressed in the video. Once you select a subject and grade level or course, click the Advanced Search button to select the Standards and/or Eligible Content you would like to use to search for related videos. Q Keyword Search (Optional) Select a Grade Level/Subject Area Select a Course -- Select a Grade Level --* * -- Select Subject Area --Scaffolding Active Engagement Metacognition Modeling Explicit Instruction Simulation Project Based Learning Inquiry Based Nonlinguistic Representation Differentiated Learning Kinesthetic/Tactile Auditory ■ Visual/Spatial Verbal/Linguistic Musical/Rhythmic Webb's Depth of Knowledge: Recall Webb's Depth of Knowledge: Skill/Concept Webb's Depth of Knowledge: Strategic Thinking Webb's Depth of Knowledge: Extended Thinking Formative Assessment

Student Learning Objectives

Student Learning Objectives grants access to Research in Action (RIA) Homeroom, which provides professional development pertaining to student learning objectives. In order to access the resources, you will need to register on the RIA Homeroom Site by clicking on the HR Homeroom icon below.



To get started learning about student learning objectives, you can download a Zip file by clicking on the icon as specified below.



The Zip file may be saved to your computer.

Teacher of the Year

Teacher of the Year supplies background information regarding the program, past recipients, nomination information, application, and nomination form.



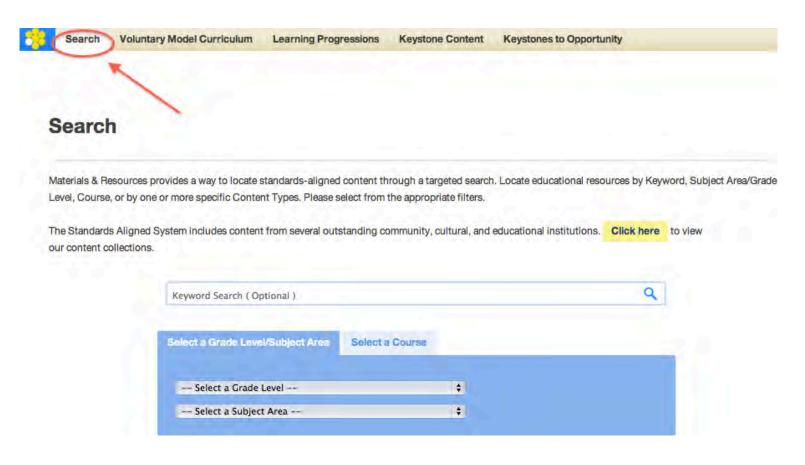


Materials & Resources

Materials and Resources support standards aligned instruction and include Voluntary Model Curriculum, learning progressions, units, lessons, and multi-media content examples for use in planning and delivering instruction.

Search

Educational Resources can be searched using Keyword, Subject Area/Grade Level, or Course.

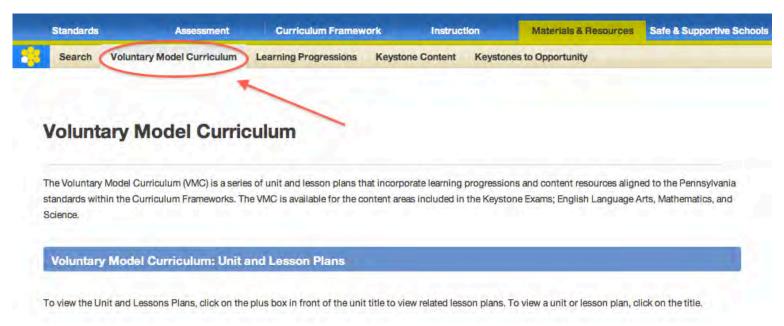


The search can also be filtered according to type of content. Click on the box next to the content type.

Lesson/Unit Plan	☐ Instructional Content
Educational Resources	Assessment
Videos	☐ Web-Based Content
PA Educator Created Content	Safe Schools Resources
Professional Development	

Voluntary Model Curriculum

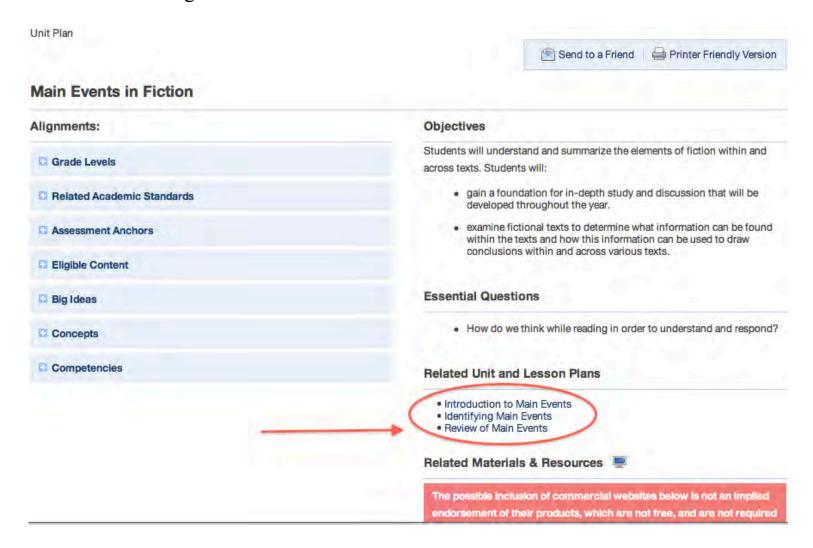
Voluntary Model Curriculum provides unit and lessons plans aligned with the PA standards and Curriculum Framework. The Voluntary Model Curriculum encompasses English Language Arts, Mathematics, and Science.



To access the unit plans, click on the plus box in front of the unit title. Please see the image below.



To access related unit and lesson plans, select one of the blue links from the bulleted list. Please see the image below.



Introduction to Main Events

Alignments: Grade Levels Related Academic Standards Assessment Anchors Eligible Content Big Ideas Concepts Competencies

Objectives

[IS.3 - ELL Students]

[IS.4 - Language Function]

This lesson introduces students to story structure by focusing on main events. Students will:

- · review examples of fiction elements, with a focus on main events.
- · retell information found in text.
- · identify the main characters in stories and discuss the characters' experiences.
- · talk about their own feelings and the events that cause these feelings.

Essential Questions

How do we think while reading in order to understand and respond?

Vocabulary

[IS.1 - Preparation]

[IS,2 - ELP Standards]

Duration (9)



40-60 minutes/2-3 class periods [IS.5 - Struggling Learners and ELL Students]

Materials |

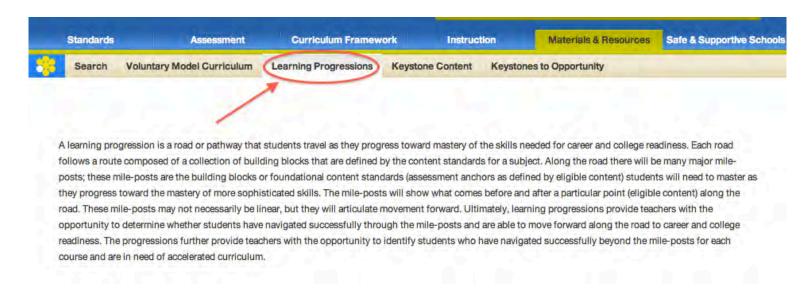
- The Kissing Hand by Audrey Wood. Tanglewood Press, 2006. This book was chosen because it has easily recognized events that happen to the main character. The book addresses a topic to which kindergarten students can easily relate.
- Alternative books should have events that students can easily recognize. The books should be simple so that students can retell the events that happen in the story. Examples include the following: [IS.6 - ELL Students]
 - o McDuff Moves In by Rosemary Wells. Hyperion Books, 2005.
 - Biscuit Finds a Friend by Alyssa Satin Capucilli. HarperCollins, 1998.
 - Pancakes for Breakfast by Tomie de Paola. Sandpiper, 1978.
- photos from magazines and books depicting feelings that children experience (Examples: happy, sad, excited, worried, surprised)
- paper, pencil, crayons, markers [IS.7 Struggling Learners]
- paper strips divided into three sections
- poster-size paper
- sentence strips

To view the types of Formative Assessment, Instructional Supports, and Instructional Procedures recommend for the lesson, click on the plus sign before View.

Formative Assessment View Suggested Instructional Supports View Instructional Procedures

Learning Progressions

"Learning Progressions identify foundational content standards (Eligible Content) that need to be mastered within a Subject. These pathways will provide teachers with the opportunity to determine whether students have successfully mastered skills and are able to move forward along the road to career and college readiness" [Pennsylvania Department Education (PDE), 2013, p. 37]. Learning progressions are available for the content areas of Reading, Writing, Mathematics, and Science across Kindergarten through 12th grades. The learning progressions can be accessed under Materials & Resources as shown in the figure below.



The learning progressions are coded using the following key:

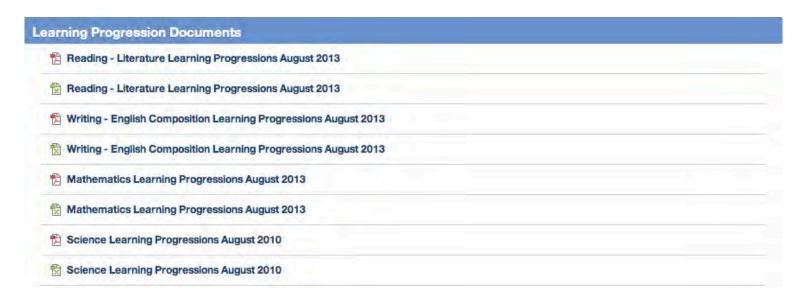
When students are expected to demonstrate the knowledge, skills, and abilities described by an eligible content—No VMC is currently available.

When students are expected to demonstrate the knowledge, skills, and abilities described by an eligible content—VMC is currently available.

When grade appropriate instruction pertaining to an eligible content should begin—No VMC is currently available.

When grade appropriate instruction pertaining to an eligible content should begin—VMC is currently available.

The learning progression documents are available for download in PDF or Excel format.



Keystone Content

"The Keystone Content pages contain materials that align with the Keystone Exam, providing instructional content for educators and subject-specific activities that students can use to prepare for the assessment" (PDE, 2013, p. 38).



Keystones to Opportunity

The focus of the Keystones to Opportunity grant is improving literacy outcomes for all children, including disadvantaged students, limited English proficient students and students with disabilities.



Information and resources pertaining to grant administration, assessment, monitoring, evaluation, Early Childhood, professional learning, and the Pennsylvania Comprehensive Literacy Plan can be accessed.





Safe and Supportive Schools

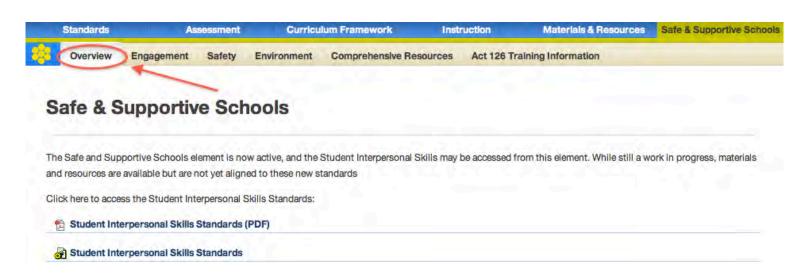
Safe and Supportive Schools supplies resources and exemplars to promote active student engagement in a safe and positive learning environment.

Overview

Safe & Supportive Schools contains information and resources in the following areas:

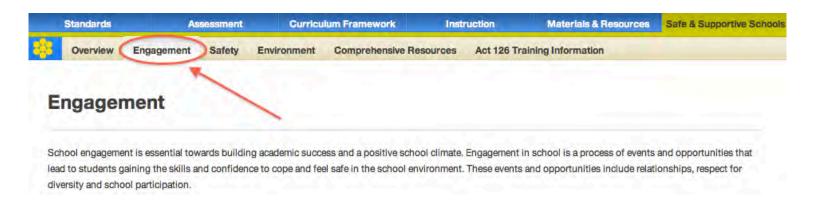
- Engagement
- Safety
- Environment

The Student Interpersonal Skill Standards are available via this section of the PDE SAS Portal.

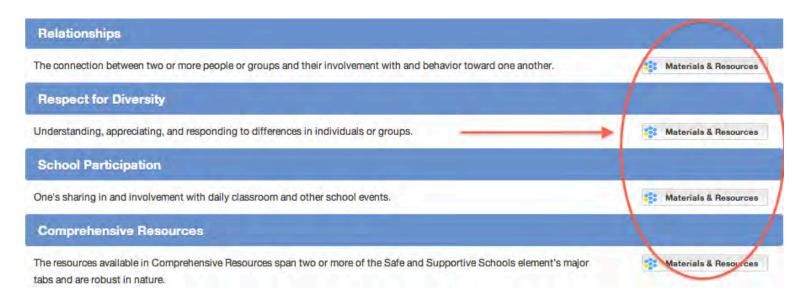


Engagement

Engagement involves students obtaining the self-confidence and abilities to thrive and feel safe in the school environment.

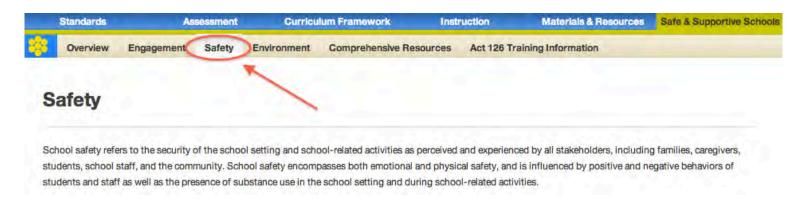


Engagement includes relationships, respect for diversity and school participation. Materials and Resources are available for each of these areas.

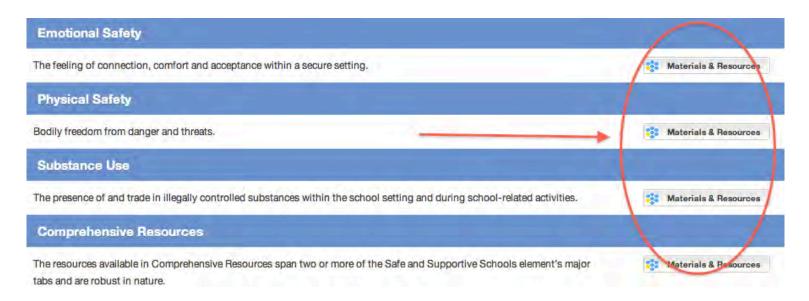


Safety

"School safety refers to the security of the school setting and school-related activities as perceived and experienced by all stakeholders, including families, caregivers, students, school staff, and the community" (Pennsylvania Department of Education, 2014).

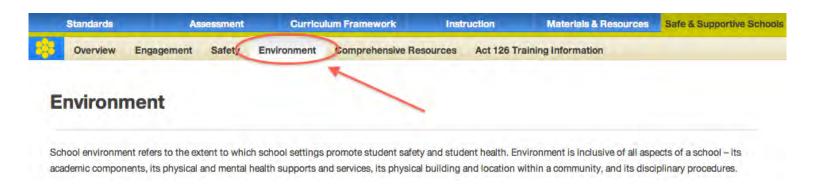


School Safety encompasses emotional safety, physical safety, and the presence of substance abuse within the school environment. Materials and Resources are available for each of these areas within the Safety section of Safe & Supportive Schools.

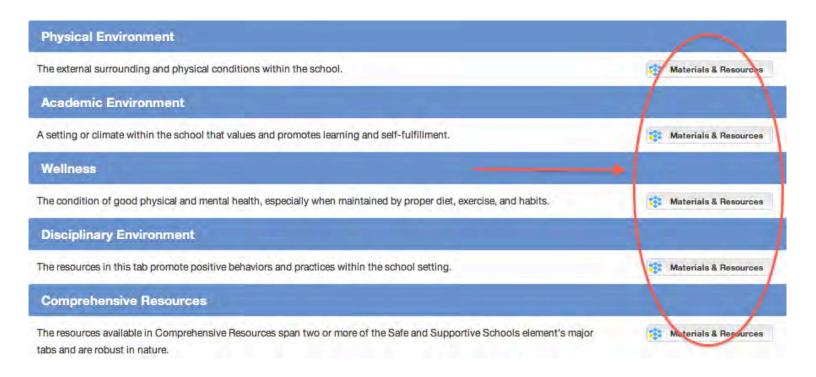


Environment

Environment encompasses all aspects of the school. The school environment contributes to both student health and safety.

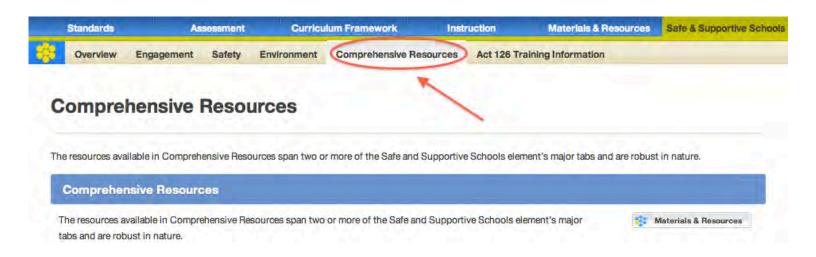


Environment includes the physical environment, academic environment, wellness, and disciplinary environment. Materials and Resources are available for each of these areas.

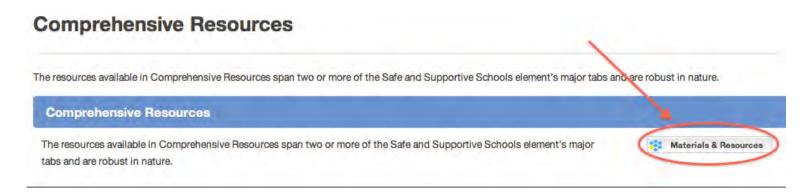


Comprehensive Resources

Comprehensive Resources address two or more areas within Safe & Supportive Schools.

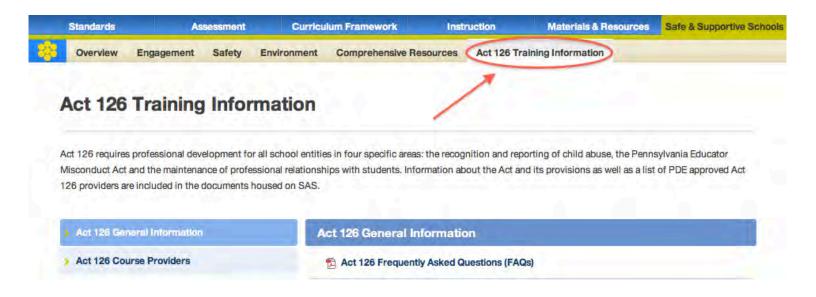


To access the Comprehensive Resources, click on Materials & Resources as shown below.



Act 126 Training Information

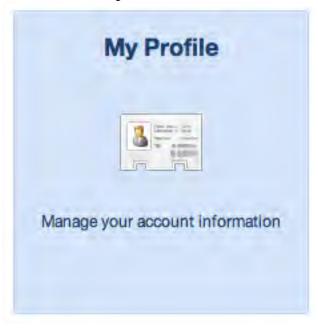
Act 126 training is a mandatory requirement for school entities and independent contractors of school entities. General information, including Frequently Asked Questions (FAQs) pertaining to Act 126, and items required for course approval for Act 126 course providers are available.



TEACHER TOOLS



My Profile



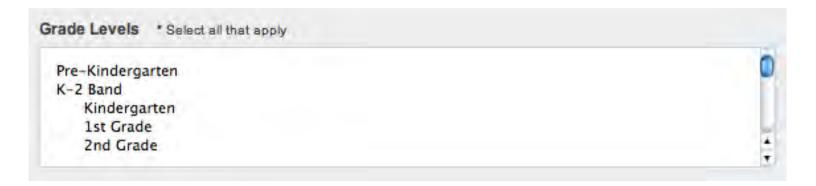
Personal Information

Personal information includes your salutation, first name, middle name, last name, e-mail address, and PPID number. You can also upload a profile picture.



Grade Levels

Select the grade levels in which you are certified to instruct.



Subject Areas

Select the subject areas that you instruct.



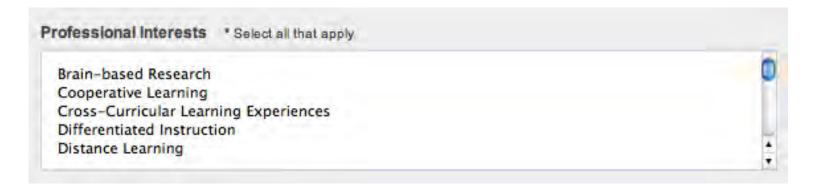
Courses

Select the courses that you instruct.



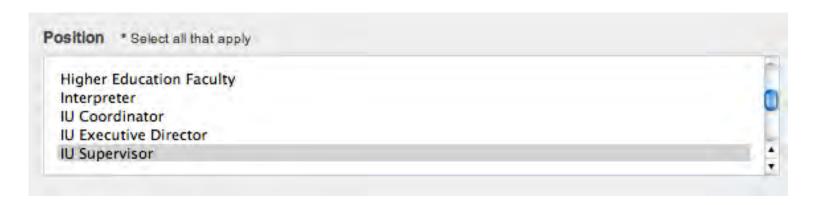
Professional Interests

Select your professional interests.



Position

Select your current position.



My ePortfolio



My ePortfolio is an electronic, web-based filing system. You can save any file to your ePortfolio as long as it has already been saved on your computer. You can organize your e-Portfolio by creating folders, as well.

My Folders

The default folders within My ePortfolio include the following:

- My Bookmarks
- My Classes
- My Files

You can add, rename, and delete folders by selecting the specified icons as demonstrated below.



Upload File

To upload a file to a folder, select the icon, as shown below.



Detailed directions to upload the file are listed in the next image.

Upload a File Directions: 1. Click on My ePortfolio to select the folder where you would like the file saved. Click on the Browse button to locate the file on your computer. If you would like to add multiple files, click on the Add File button and then repeat step two. 4. Once you have chosen the destination folder in your ePortfolio and have located the file(s) on your computer, you are ready to upload the file(s) by clicking on the Upload button. Note: If you would like to remove an item you selected and not upload it to your ePortfolio, then click on the Remove button to the right of the file name. My ePortfolio Folders My ePortfolio no file selected Choose File Remove Add File

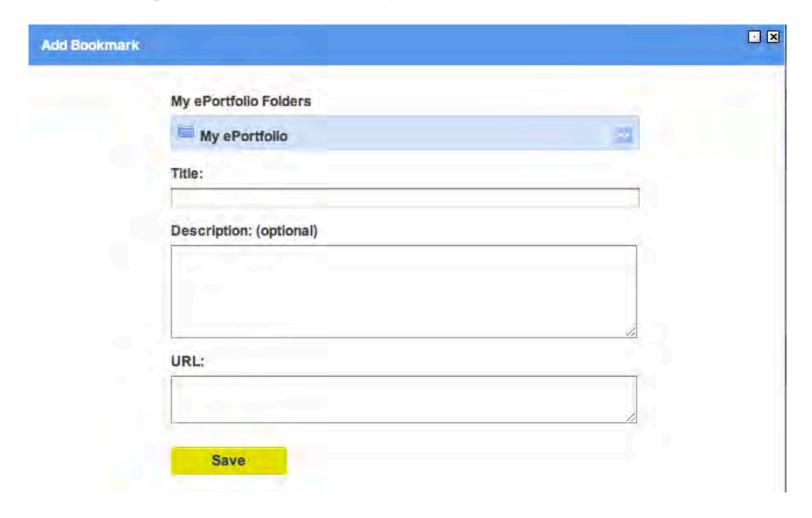
Upload

Add Bookmark

To add a bookmark, select the icon, as shown below.



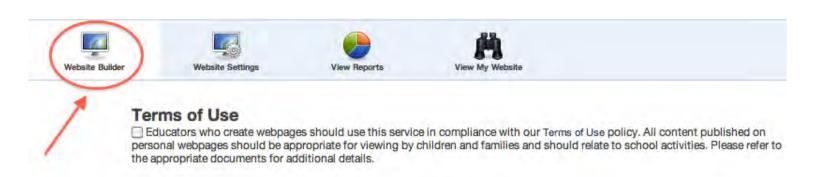
Select the My ePortfolio Folder in which you would like to add your bookmark. Add a title and description. Insert the URL. Lastly, click Save.



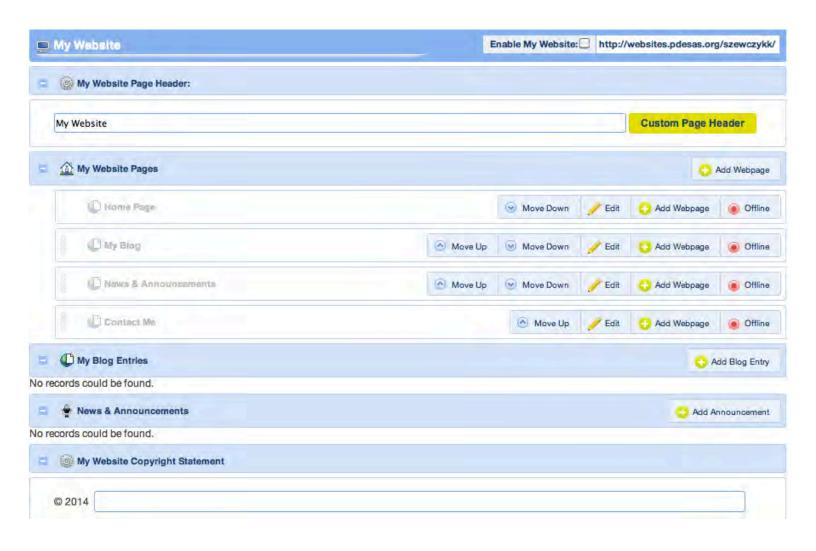
My Website



Website Builder



Using Website Builder, you can name your website; add, edit, or move pages; add blog entries; enter news and announcements; and add a copyright statement.



To activate your website, check "Enable Website," as shown in the image below.



Website Settings



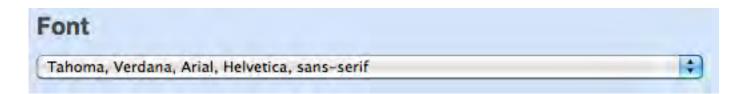
Website Settings enables you to change the font, layout, background and themes of your website.

Font

There are currently four font options:

- Tahoma, Verdana, Arial, Helvetica, Sans-Serif
- Georgia, "Times New Roman," Times, Serif
- Arial, Helvetica, Sans-Serif
- Lucida Grande, Geneva, Verdana, Arial, Helvetica

The font may be changed by selecting the corresponding option in the drop down menu, as shown below.

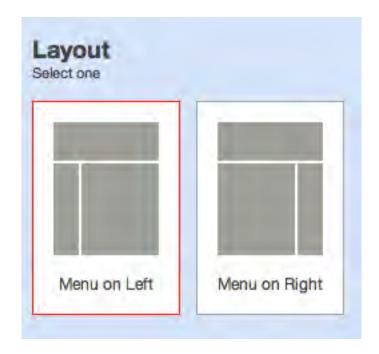


Layout

There are two layout options:

- Menu on Left
- Menu on Right

To select a Layout, click on the corresponding menu, as shown below.



Background

There are currently 16 Background Colors and seven Background Patterns to choose from. The Background Color and Background Pattern will fill in the area surrounding the web pages. To select a Background Color and Background Pattern, click on the corresponding images, as shown below.



Theme

There are currently 18 themes to choose from. This image will be placed in the Page Header at the top of every page on your website. To select a Theme, click on the corresponding image, as shown below.



To save your changes, please select "Save" as shown in the image below.



View Reports

View Reports tracks the number of page views and the dates in which the page was visited.



View My Website

View My Website allows you to preview your website prior to activating it.



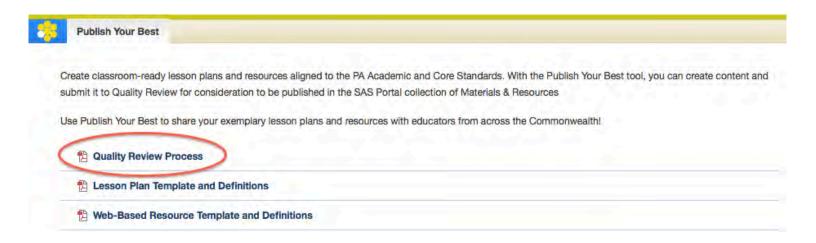
Publish Your Best!



The Publish Your Best tool enables educators to create lesson plans and resources aligned to the PA Core and/or PA Academic Standards, which can then be submitted to Quality Review for potential upload to the PDE SAS Portal under Materials & Resources.

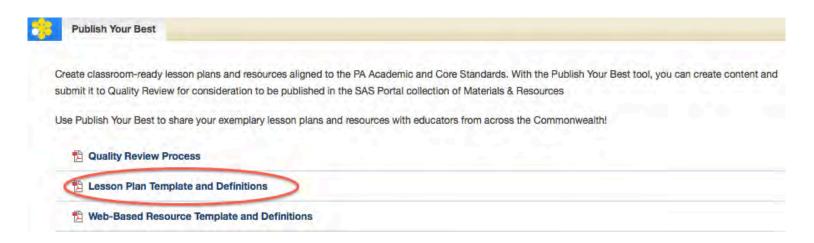
Quality Review Process

This document contains a flowchart, which outlines the quality review process.



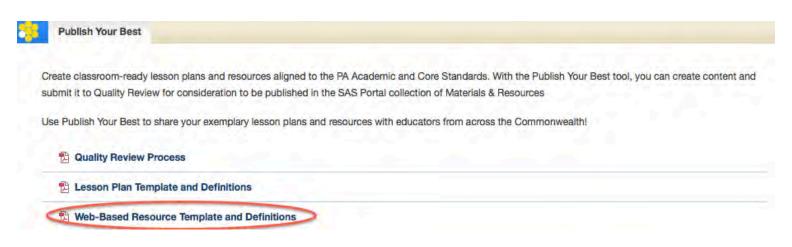
Lesson Plan Template and Definitions

The Lesson Plan Template and Definitions document delineates the components for a lesson plan. It includes definitions of the required elements. The document also contains a screenshot of the lesson plan template.



Web-Based Resource Template and Definitions

The Web-Based Resource Template and Definitions document lists the components for a web-based resource. It includes the definitions of the required elements. The document also contains a screenshot of the web-based resource template.

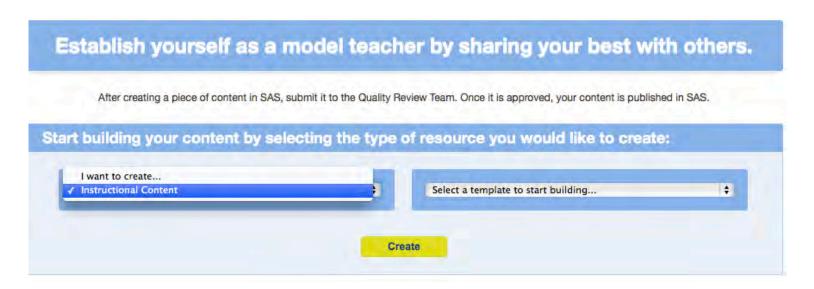


Create New Content

To create a new lesson plan or resource, select Create New Content, as shown in the image below.

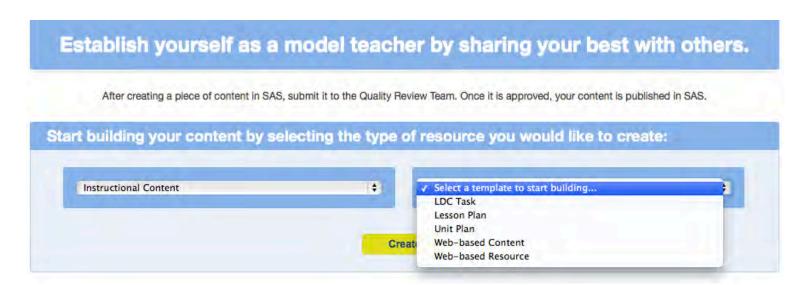


Next, select Instructional Content.



Select one of five available templates:

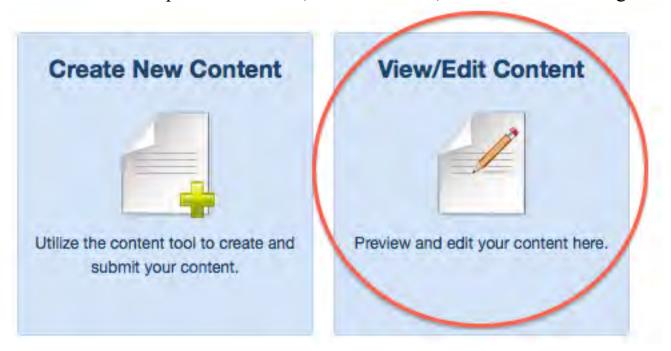
- LDC
- Lesson Plan
- Web-based Content
- Web-based Resource



After selecting the template, click on Create. The template will then be opened.

View/Edit Content

To view/edit a lesson plan or resource, select the icon, as shown in the image below.



The content previously created will be listed. From this location, you can edit, view, delete, or submit for quality review.

	Edit existing content in the system.				
ld	Туре	Title	Status	Options	
27380	LDC Task	My new LDC Task	Draft	/ Q X 1	
27381	Web-based Resource	My new Web-based Resource	Draft	(

My Communities

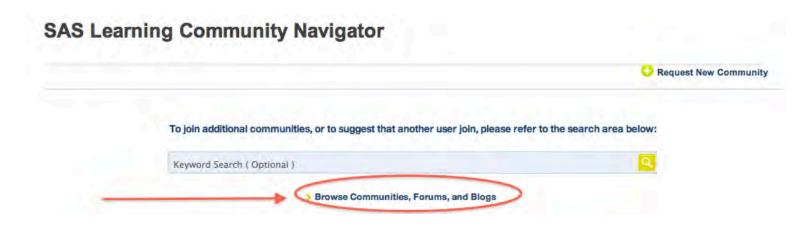


SAS Learning Community Navigator

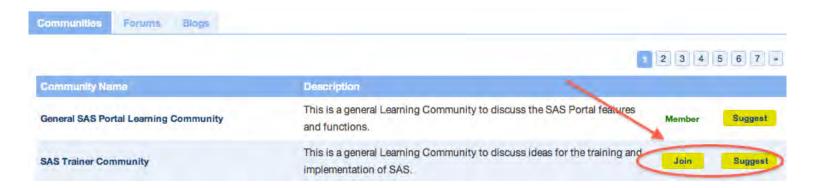
Searching and Browsing

The SAS Learning Community Navigator enables you to search Professional Learning Communities (PLCs) using the Keyword Search or by browsing the communities.

To browse the communities, click on "Browse Communities, Forums, and Blogs," as shown below.



The list of communities, forums, and blogs is then revealed. You can now join or suggest the community to another SAS user by selecting the corresponding option, as shown below.



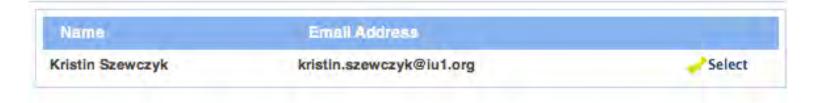
Suggest a Community

If suggesting the community, you will need to select the user for which you are making the suggestion. Type the user's name into the Search box.

Suggest a Community

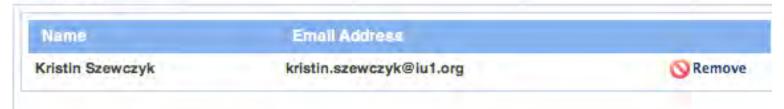


When user's name appears, click on "Select."



The name will now appear under "Chosen Users."

Chosen Users:



Lastly, select "Submit." The suggestion will then be sent via e-mail to the user.



Request a New Community

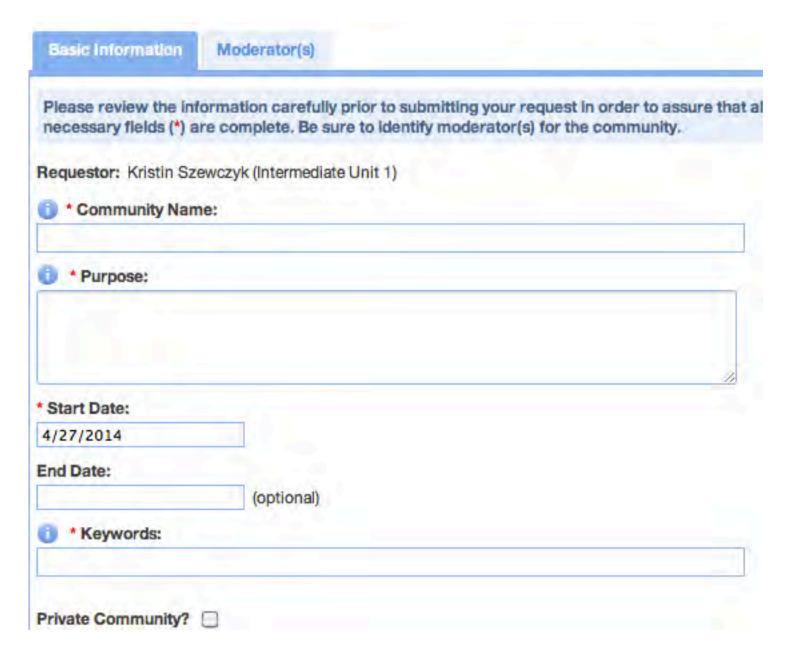
You can also request a new community be created. This is accomplished by selecting "Request New Community," as shown in the image below.



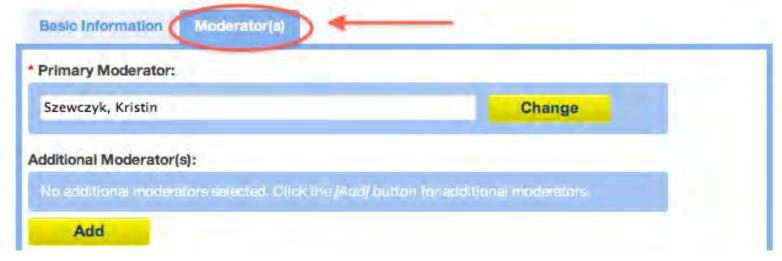
When requesting a new community, basic information needs to be entered. This includes the following:

- Community Name
- Purpose
- Start Date
- End Date
- Keywords
- Private Community

Please see the image below.

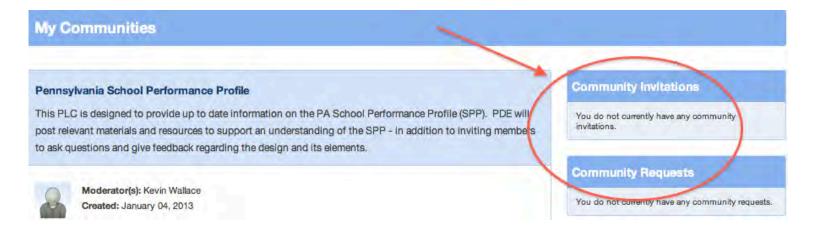


A moderator must be selected for the community. Additional moderators can be included by select "Add," as shown below.

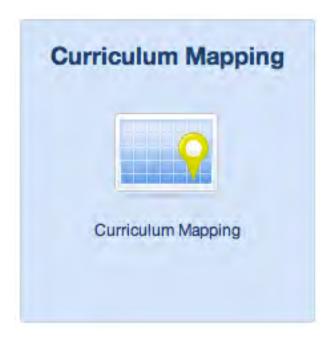


My Communities

My Communities lists the communities, forums, and blogs in which you are currently a member. On the right side of the page, you will see Community Invitations and Community Requests. If you have any community invitations or requests, they would be listed in this area.



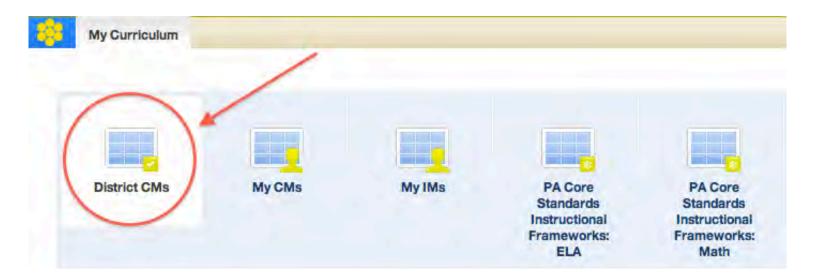
Curriculum Mapping



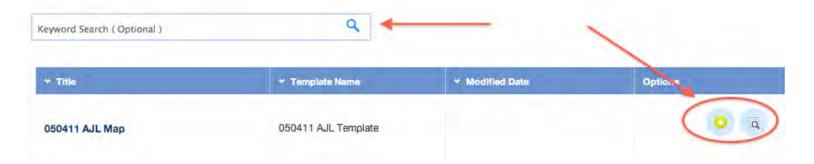
Curriculum maps can serve as a starting point for school districts or intermediate units who have not yet developed curriculum maps. In addition, these maps should be used as a guide to review, revise or create curriculum in specific content areas. Curriculum maps have been developed for the PA Core English Language Arts and Mathematics standards.

District CMs

District CMs lists curriculum maps created and shared by your school district or intermediate unit.



You can search available District CMs by using the Keyword Search, as show below. To view the curriculum map, click on the title of the curriculum map or select "View" under Options. To save the curriculum map to your account, select the plus sign under Options.



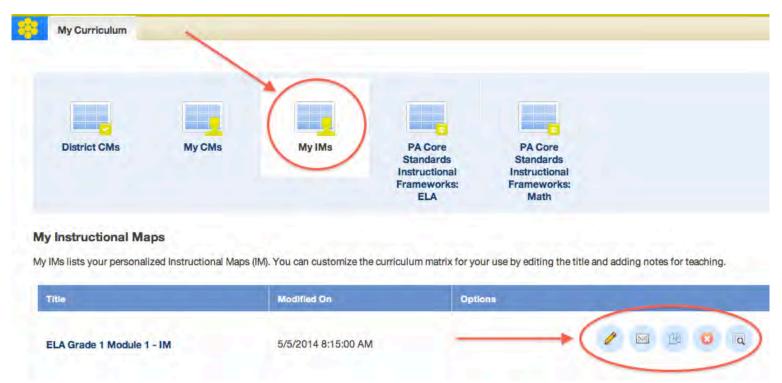
My CMs

My CMs lists the curriculum maps saved to your account. To view the curriculum map, click on the title of the curriculum map or select "View" under Options. To delete the curriculum map from your account, select the "X" under Options. To create an instructional map based on the curriculum map, select the plus sign under Options. The instructional map will now appear under My IMs.



My IMs

My IMs lists your personalized Instructional Maps (IM). You can customize the curriculum matrix for your use by editing the title and adding notes for teaching.

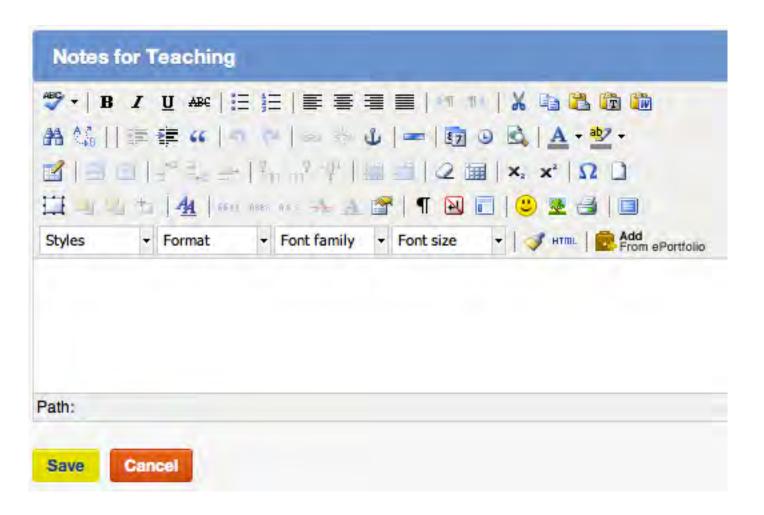


To edit your instructional map, select the pencil under Options. You may also e-mail, copy, delete, and view your instructional map using the Option icons.

To add notes to the instructional map, select Edit Notes for Teaching, as shown in the image below.



Add notes in the text box, as shown below.



PA Core Standards Instructional Frameworks: ELA and Math

Curriculum maps aligned to the PA Core Standards for ELA and Math are available for grades PreK through grade 12. The curriculum maps provide a guide for a full school year of instruction at each grade level.





You can search the curriculum maps using the Keyword Search. To view the curriculum map, click on the title of the curriculum map or select "View" under Options. To save the curriculum map to My CMs, select the plus sign under Options.



When viewing the curriculum maps, you may print, export the module to a Microsoft Excel document, and/or save the module to your ePortfolio. Please see the image below.



Workshop Evaluations



Professional Development and Training

Workshops in which the individual is registered will be listed. In addition, completed workshops will be listed with corresponding evaluations. A workshop participant cannot receive Act 48 credits without completing the workshop evaluation.

PD Center



PD Center

The courses available in PD Center are free and available for Act 48 credit requirements. Each course is 90-days or 180-days in duration. The courses are moderated and self-paced.

My Classes

My Classes lists the classes for which you are currently registered.



Past Classes

Past Classes lists the classes for which you were previously registered.



Class Registration

Class Registration allows you to browse available courses on the PDE SAS Portal, as well as register for courses you have selected.



You can also preview the course content. Please see the image below.

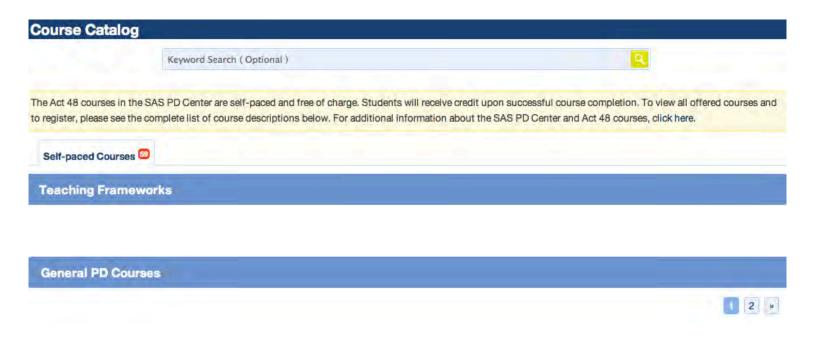


To register for a course, select "Register" next to the course name. Please see the image below.



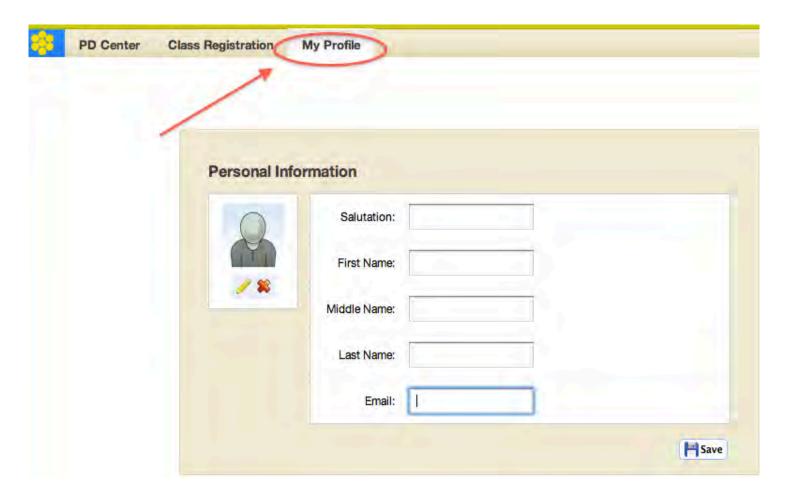
Course Catalog

Course Catalog has courses organized according to the categories of the Danielson Teaching Frameworks and General PD. Courses can also be browsed using the Keyword Search.



My Profile

From PD Center, information included in My Profile can be accessed, edited, and saved.



References

- Pennsylvania Department of Education. (2013). *SAS 101 instructor's manual*. Retrieved March 29, 2014, from http://websites.pdesas.org/helpdesk/2010/12/30/241426/page.aspx.
- Pennsylvania Department of Education. (2014). *Standards aligned system*. Retrieved January 5, 2014, from http://www.pdesas.org/.
- Pennsylvania Department of Education. (n. d.). *Standards aligned system: 2012-2013* 21st century teaching tools. Retrieved January 5, 2014, from http://www.pdesas.org/module/sas/aboutsas.aspx.