

South Carolina KINDERGARTEN READINESS ASSESSMENT

Teacher Checklist

Use this checklist to help you stay on track and make the most of the KRA this year!

BEFORE the KRA Administration Window

☐ Complete KRA Teacher Training

Teachers NEW to the KRA: To become certified to administer the KRA, you must attend the full teacher training and earn a passing score of 80% or higher on a simulation exercise and content assessment. Your district data manager will setup your account in the KReady online system before your training begins.

Teachers EXPERIENCED with the KRA: Every year, you must complete an online refresher module and download your refresher certificate.

- You can use your same KReady account information to access the refresher module in the KReady PD site by going to: **PD Content > KRA Refresher**

☐ Prepare Assessment Materials

Ensure you have your full KRA 2.0 Kit which contains the Teacher Administration Manual, Student Booklet, test manipulatives, and two Quick Guides on allowable supports. Also inventory devices that can be used for the KRA App (tablets or computers). Make sure the most updated version of the KRA App is downloaded onto the device (go to Apple or Google Play stores).

☐ Make a Plan

Plan for *when* and *how* you will administer the KRA. Refer to resources such as the **Item Delivery Options** handout and **KRA Throughout the Day** handout to help you think about how you can incorporate the KRA into your curriculum, schedule, and class structure. Consider using the KRA App to deliver a subset of the items.

- You can find these resources and more on the KReady PD site by going to:
PD Content > Supports and Resources > Tools for Administering the KRA

☐ Consult Your Team

Meet with instructional teams who will support your students with disabilities and your multilingual learners. Use the **Guidelines for Allowable Supports** to help plan appropriate Level the Field supports for each child.

- You can find resources for supporting students on the KReady PD site by going to:
PD Content > Supports and Resources > Important Documents
- You can also review online **Training Module 5: Supporting All Students**

DURING the KRA Administration Window

☐ Assess Your Students

Administer all KRA items and enter your scores into the KReady online system within your district's administration window.

☐ Check Out the KRA Newsletter

Be on the lookout for the KRA email newsletter during the KRA administration window. This resource puts timely KRA information and tips right in your inbox!

Access KRA Reports

☐ Review Resources for KRA Reports and Data

The KReady PD Content site provides many resources on how to access and utilize KRA reports. Be sure to go back to the KReady PD Content site to check out:

- Training Module 7: KRA Data and Reports
- Supports & Resources > KRA Reports

☐ Start Using Your Data

You can generate a Domain Data Export report **as soon as you begin entering scores** into KReady. This report provides the raw data you have entered into the system and can be used to plan for instruction.

- [How to Analyze Your Domain Data Export Data](#)

☐ Generate ISRs and Share KRA Results with Families

As soon as you have entered all the scores for an individual student, you can generate an Individual Student Report (ISR) to share with families. This report can only be generated once all 50 item scores have been entered for a student.

- [How to Access an Individual Student Report \(ISR\)](#)
- [Family Conversation Planner](#)

☐ View Your Classroom Data

You can view interactive charts and graphs presenting KRA data in the KRA Data Displays. **These are available AFTER ISRs are generated** (by teacher during the administration window or by system after the window).

- [How to Access KRA Data Displays](#)

AFTER the KRA Administration Window

☐ Attend a KRA Reports & Data Training

Once you have completed administration of the KRA, what's next? The KRA provides useful information to identify the individual strengths and needs of each student -- and most importantly, guide the next steps in instruction.

Attend an interactive training to learn how you can review your classroom KRA reports and use the results to plan instruction to meet your students' needs.