

Universal Literacy and Dyslexia Screener

As part of the Move On When Reading (MOWR) [A.R.S. §15-211](#), schools are required to submit current literacy assessment data on the reading proficiency of all students in grades K-3. This universal screening data is submitted to the ADE by October 1st, February 1st, and June 1st every year.

To meet the guidelines in [A.R.S. §15-704](#), each school/district needs to be using an Approved Literacy and Dyslexia Screener beginning with the 2022-2023 school year.

If your screener IS currently on the list:		If your screener is NOT currently on the list:
1.) Reach out to vendor for updates in protocols and new training.		1.) Contact the Move On When Reading team immediately.
2.) You are set and ready for the 2023-2024 school year.		2.) In 2022-2023, all schools not using an approved tool completed an Action Plan which informed the MOWR team of next steps to comply by July 1, 2023.
3.) Select your approved tool from the MOWR dropdown for your literacy plan and literacy assessment data submissions.		2.) If schools choose not to ensure full implementation of an approved tool in the 2022-2023 school year and beyond, the literacy plan and data submissions cannot be approved.

Click [HERE](#) for the official list of ADE’s Approved Universal Literacy and Dyslexia Screeners.

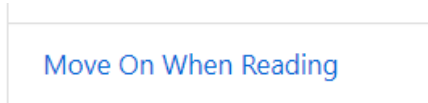
Literacy Assessment Data Submission Guidance

As a reminder, this data submission follows the same two-step process as the literacy plan. Once data is entered by the School Approver, the submission is submitted to the district/charter level. The LEA Approver then must review and accept the data for aggregation, prior to submitting to ADE.

***These same multiple steps must be followed, even for single-site charters or districts.**

Step 1: Entering School-Level Assessment Data

1. ADE Connect: Log in to [ADEConnect](#) and select the Move On When Reading hyperlink to enter the MOWR portal, first as your **school** entity.

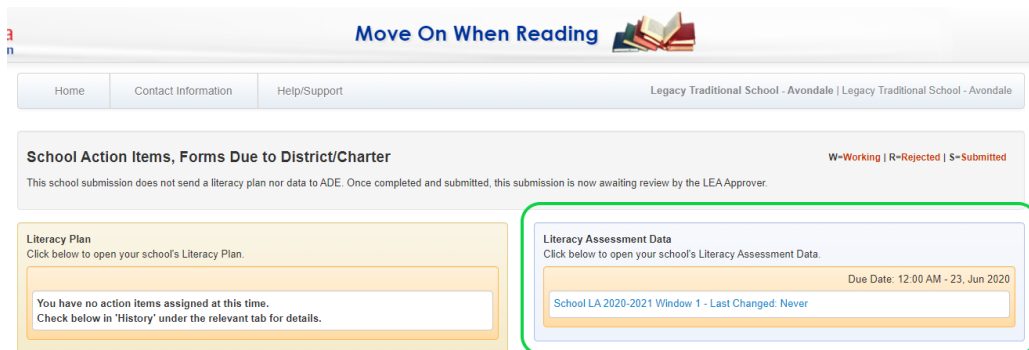


*For those individuals with both School Approver and LEA Approver permissions for MOWR, there will be **two MOWR portal links** in ADEConnect. Choose the link for the **school** entity first to begin the data entry process.

2. Check status: Verify that you are logged in as the School Approver in the upper right-hand corner of the home screen.



3. Locate Data Window: This portal shows the **'School Action Items, Forms Due to District/Charter'** at the top of the homepage. Find the **'Literacy Assessment Data'** box to the right of the Literacy Plan box.



4. Access Data: Click on the [blue text hyperlink](#) to open your school's literacy assessment data for the current submission window. This school portal is the only area to access, enter, and edit school-level data.

****Note:** The portal will only display the link to enter data when the submission window is OPEN. If data is not entered by the due date, the link will no longer be available and cannot be reopened. If a data submission window is missed, please contact the MOWR team at MoveOnWhenReading@azed.gov.

5. Enter assessment tool: Once a school assessment window has been opened, use the pull-down menu for each grade level to select the approved Universal Literacy and Dyslexia Screener assessment tool used (fall, winter, spring) for this current school year.
 - a. Pay close attend to tools for each grade level. Some vendors have specific names for different grade levels.
 - b. Ensure the same assessment tool is used across all three submission windows for each applicable grade level.
 - c. ****Note:** The assessment tool entered for this submission should also match the screener tool selected directly within the literacy plan.

Home Contact Information Help/Support Legacy Traditional School - Avondale | Legacy Traditional School - Avondale

School Literacy Assessment Data

This is the first step in the submission process. As the school approver, you will submit your literacy screening benchmark data to your district/charter. The data will then need to be reviewed and accepted by the LEA approver or may be rejected back for revisions. If approved, the LEA approver will accept it for aggregation and submit to ADE.

Legacy Traditional School - Avondale (Entity ID - 91136) - School LA 2020-2021 Window 1

Open the pull-down menu for each grade level and indicate the assessment program used. If your assessment tool is not in the pull-down menu, have your LEA approver email MoveOnWhenReading@azed.gov for verification prior to submitting literacy assessment data. Next, enter the school-wide actual number of K-3 Students within each grade level scoring at Benchmark, Approaching Benchmark and Significantly at Risk on the Literacy Assessment. Make sure to do this for each submission due date: Oct. 1st, Feb. 1st and June 1st.

Submission Due Date: 12:00 AM - 23, Jun 2020					Status: Working
Grade Level	Assessment Tools Used	Total number of students at benchmark	Total number of students approaching benchmark	Total number of students significantly at risk	Total number of students
Kindergarten	(Select One) ▼	0	0	0	0
1st Grade	(Select One) ▼	0	0	0	0
2nd Grade	(Select One) ▼	0	0	0	0
3rd Grade	(Select One) ▼	0	0	0	0

Click the calendar icon to select the starting and ending date for each screening benchmark window. Each testing window/range should not exceed three weeks.
 Start Date: * End Date: *
 mm/dd/yyyy mm/dd/yyyy

After analyzing your literacy data for this submission period, please provide a narrative review of how students are performing, what overall needs are identified, and what actions or revisions will occur at the school level based on current student performance. *

****Visit our [Dyslexia website](#) to read the Universal Literacy and Dyslexia Guide and to view the list of 2023-2024 Approved Screeners.**

6. Enter data numbers: Enter the total number of students within each grade level scoring at benchmark, approaching benchmark, and significantly at risk for the current assessment period.
 - a. The total number of students for each grade level will populate as numbers are manually entered.

Submission Due Date: 12:00 AM - 23, Jun 2020					Status: Working
Grade Level	Assessment Tools Used	Total number of students at benchmark	Total number of students approaching benchmark	Total number of students significantly at risk	Total number of students
Kindergarten	iSTEEP ▼	12	8	6	26

****Note:** If an assessment tool has been selected for a grade level, there must be a number of students entered in one of the three student categories. The benchmark fields cannot all remain at zero (for all benchmark, appropriating, and at-risk).

***If no students are currently in any one grade level, keep tool at (Select One) or else an error will appear.

Submission Due Date: 12:00 AM - 23, Jun 2020					Status: Working
	Assessment Tools Used	Total number of students at benchmark	Total number of students approaching benchmark	Total number of students significantly at risk	Total number of students
Kindergarten	iSTEEP	12	8	6	26
1st Grade	iSTEEP	8	6	10	24
2nd Grade	iSTEEP	10	7	9	26
3rd Grade	iSTEEP	0	0	0	0

If a tool is selected, there must be students for that grade level.

7. Testing window dates: Click on the calendar icons to select the actual start and end dates for this screening window.

- Any testing window/range should not exceed three weeks, as shown in this example.
- If the testing window exceeds three weeks, select actual start and end dates.

Click the calendar icon to select the starting and ending date for each screening benchmark window. Each testing window/range should not exceed three weeks. If actual testing window exceeds three weeks, select actual start and end dates AND include a note to the side of rationale for extended testing timeframe.

Start Date: *

End Date: *

After analyzing your literacy data for this submission period, please provide a narrative answering the following questions. These considerations are an integral part of your school's continuous improvement cycle. Please be sure to share information for each grade-level, K-3. *

8. Narrative: Provide a descriptive **narrative** in the textbox provided. ****Do not include any specific student information.**

Narrative should answer the following questions:

- How have you used diagnostic tools to further identify targeted needs and plan immediate interventions?
- What actions or revisions will occur at the school level based on current student needs?
- How have you targeted professional development for teachers to continue to support these areas?
- What resources/tools may you need to revisit to support the identified needs?

Notice: **1,000 character-count minimum in textbox.**

After analyzing your literacy data for this submission period, please provide a narrative answering the following questions. These considerations are an integral part of your school's continuous improvement cycle. Please be sure to share information for each grade-level, K-3. *

- How have you used diagnostic tools to further identify targeted needs and plan immediate interventions?
- What actions or revisions will occur at the school level based on current student needs?
- How have you targeted professional development for teachers to continue to support these areas?
- What resources/tools made you need to revisit to support the identified needs?

(example)

There are no 3rd graders served this year.

Following the initial fall screening, our students identified approaching benchmark and significantly at-risk have been further diagnosed for phonological awareness phonemic awareness deficits with the PASI.

All K-2 teachers, as well as a reading specialist, librarian and paraprofessional conduct mixed grade-level small group intervention for 30 minutes each day during two "What I Need" Tier 2 blocks. Since we have greatest need in 1st grade at this time, we have split all grade levels into two sections, K-1 and 1-2. Our 80 combined kindergarten and first grade classrooms are split into 6 sections, based on level of support. Then, our 1st- and 2nd grade classrooms are split into 6 sections at a different time. This allows our 1st graders to receive two WIN sessions. All students receive skill-specific intervention based on what they need. In addition, our students with the greatest gaps attend after school intervention for 30 minutes a day of iReady intervention. These students are progress monitored weekly during after school by the reading specialist, and "What I Need" groups are reorganized as often as needed based on that data.

K-2 teachers receive three hours of Tier 1 Core reading instruction PD each month, to help ensure our students currently at benchmark remain at benchmark in the winter. Our reading specialist and reading paraprofessional assist Tier 1 reading instruction for all K-2.

We are going to vamp-up our PLCs to allow time for more frequent data analysis.

(Please enter minimum 1000 characters)

9. Submit data to district: Once each grade level's data, testing window, and descriptive narrative are entered and accurate, click the blue **Submit** button in the lower right corner to send the data to the LEA approver.

- The entries can also be saved and finished later by clicking the green **Save My Work** button.
- Once you submit this form, you will not be able to edit it.

awareness and phonemic awareness deficits.

Cancel
Save My Work

Submit

Don't forget to SAVE your work!

Once all information is complete and accurate, click Submit button to send your school assessment data to your district/charter office for review. This is not the final submission to ADE.

****Reminder: This step submits school data to the LEA level. The LEA approver will then review and accept all data for aggregation, then submit to the Arizona Department of Education's MOWR team. This applies to all schools, including single-site charters and districts.**

10. After submitting the data, the School Approver will be redirected to the homepage. This may take a moment.

- The Literacy Assessment Data box should now indicate that you have no action items assigned.

Literacy Assessment Data
Click below to open your school's Literacy Assessment Data.

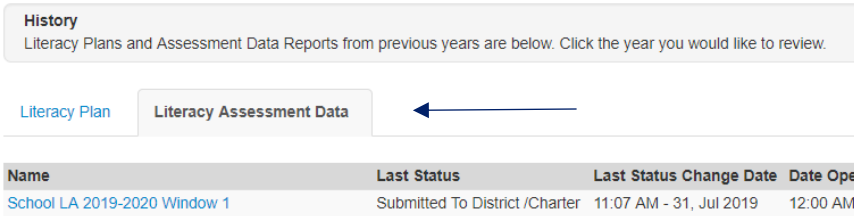
Due Date: 12:00 AM - 1, Oct 2019

You have no action items assigned at this time.
Check below in 'History' under the relevant tab for details.



11. Check history: Once the school data is submitted to the district level, you will receive an email confirming it.

- a. You can always view previously submitted school data and their status under the history section of the homepage.



History
Literacy Plans and Assessment Data Reports from previous years are below. Click the year you would like to review.

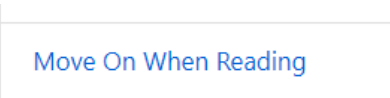
Literacy Plan **Literacy Assessment Data** ←

Name	Last Status	Last Status Change Date	Date Opened
School LA 2019-2020 Window 1	Submitted To District /Charter	11:07 AM - 31, Jul 2019	12:00 AM

*This is not the end of the process. To submit to the ADE, an LEA Approver must complete the remaining steps.

Step 2: LEA’s Reviewing and Accepting School Level Data

1. ADEConnect: As the LEA Approver, log in to [ADEConnect](#) and select the hyperlink Move On When Reading to enter the MOWR portal underneath the LEA entity name.



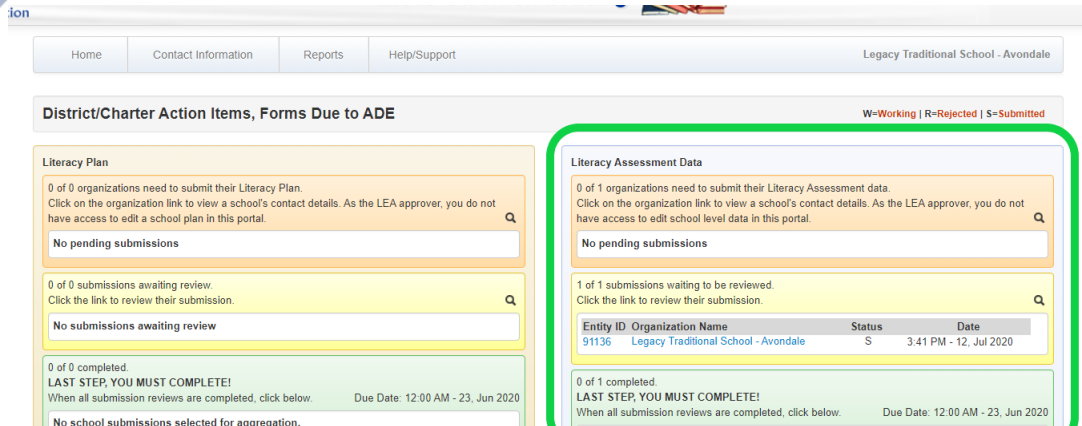
*For those individuals with both School Approver and LEA Approver permission levels for MOWR, there will be **two MOWR portal links** in ADEConnect. Choose the link for the district/charter entity to begin the data review process and submission to ADE.

2. Status: Verify that you are logged in as the LEA Approver in the top right corner.



**Reminder: Data submission is a two-step process. Step one was completed at the School Approver permission level. Step two is completed at the LEA Approver level. The LEA Approver will now review all data submissions, accept for aggregation, and review aggregated data before submitting to the ADE.

3. Locate Data Windows: Locate heading: ‘My Action Items, Forms Due to ADE’ and the ‘Literacy Assessment Data’ boxes to the right of the Literacy Plan on the homepage.



ion

Home Contact Information Reports Help/Support Legacy Traditional School - Avondale

District/Charter Action Items, Forms Due to ADE W=Working | R=Rejected | S=Submitted

Literacy Plan

0 of 0 organizations need to submit their Literacy Plan. Click on the organization link to view a school's contact details. As the LEA approver, you do not have access to edit a school plan in this portal.

No pending submissions

0 of 0 submissions awaiting review. Click the link to review their submission.

No submissions awaiting review

0 of 0 completed. **LAST STEP, YOU MUST COMPLETE!** When all submission reviews are completed, click below. Due Date: 12:00 AM - 23, Jun 2020

No school submissions selected for aggregation.

Literacy Assessment Data

0 of 1 organizations need to submit their Literacy Assessment data. Click on the organization link to view a school's contact details. As the LEA approver, you do not have access to edit school level data in this portal.

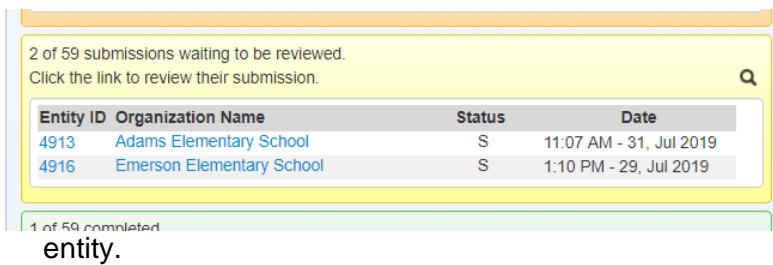
No pending submissions

1 of 1 submissions waiting to be reviewed. Click the link to review their submission.

Entity ID	Organization Name	Status	Date
91136	Legacy Traditional School - Avondale	S	3:41 PM - 12, Jul 2020

0 of 1 completed. **LAST STEP, YOU MUST COMPLETE!** When all submission reviews are completed, click below. Due Date: 12:00 AM - 23, Jun 2020

4. Submissions waiting to be reviewed: Locate all school submissions waiting to be reviewed in the yellow box under Literacy Assessment Data.
 - a. Click any blue hyperlink to review that school's data submission.
 - b. The following steps will be repeated for all schools if there is more than one school in the



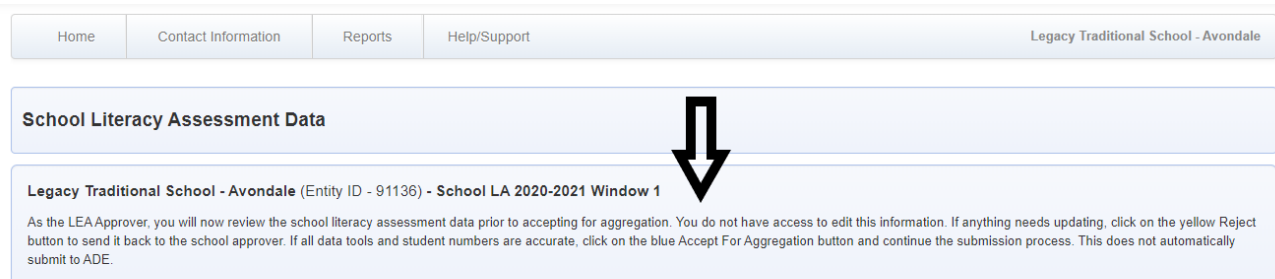
2 of 59 submissions waiting to be reviewed. Click the link to review their submission.

Entity ID	Organization Name	Status	Date
4913	Adams Elementary School	S	11:07 AM - 31, Jul 2019
4916	Emerson Elementary School	S	1:10 PM - 29, Jul 2019

1 of 59 completed entity.

5. Review tools and student counts: Review that all grade levels served this school year have the appropriate assessment tool selected and the accurate number of students at benchmark, approaching benchmark, and at risk.

****Assessment tools should be the same for all three data submission windows and align with the Literacy Plan.**



Home Contact Information Reports Help/Support Legacy Traditional School - Avondale

School Literacy Assessment Data

Legacy Traditional School - Avondale (Entity ID - 91136) - School LA 2020-2021 Window 1

As the LEA Approver, you will now review the school literacy assessment data prior to accepting for aggregation. You do not have access to edit this information. If anything needs updating, click on the yellow Reject button to send it back to the school approver. If all data tools and student numbers are accurate, click on the blue Accept For Aggregation button and continue the submission process. This does not automatically submit to ADE.

6. Review testing window and narrative(s):
 - a. Each fall, winter, and spring testing window should not exceed three weeks.
 - b. Read and approve each school’s data narrative. This narrative should include a description of how students are performing, the identified needs, and action steps that will occur based on current student achievement data.

Click the calendar icon to select the starting and ending date for each screening benchmark window. Each testing window/range should not exceed three weeks.

Start Date: * 08/24/2020 ✓ End Date: * 09/10/2020 ✓

mm/dd/yyyy mm/dd/yyyy

After analyzing your literacy data for this submission period, please provide a narrative review of how students are performing, what overall needs are identified, and what actions or revisions will occur at the school level based on current student performance. *

(example) ✓

There are no 3rd graders served this year.

Following the initial fall screening, our students identified approaching benchmark and significantly at-risk have been further diagnosed for phonological awareness and phonemic awareness deficits.

If the data is not acceptable, click "Reject" to return it to the school for corrections.

Once all information is approved, click "Accept for Aggregation" and then click "Yes".

7. Accept for aggregation: If all school level data are accurate and complete, click the blue [Accept for Aggregation](#) button. If any corrections are needed, click the yellow [Reject](#) button at the bottom.
 - a. The LEA Approver should then communicate with the appropriate School Approver of corrections needed and timeline to resubmit data.

If the data is not acceptable, click "Reject" to return it to the school for corrections.

Once all information is approved, click "Accept for Aggregation" and then click "Yes".

8. If school assessment data submission has been accepted for aggregation, the school data will now be a part of the aggregated district data submission and removed from the yellow box on the homepage.
 - a. Repeat the “Accept for Aggregation” step for all schools within this parent entity.

****Once all schools have been submitted and reviewed, the yellow box will show 0 submissions waiting to be reviewed, and all schools that have been reviewed will be a part of the district data in the green box. If you are at this point, continue with the steps below.**

Literacy Assessment Data

0 of 1 organizations need to submit their Literacy Assessment data.
Click on the organization link to view a school's contact details. As the LEA approver, you do not have access to edit school level data in this portal.

No pending submissions

0 of 1 submissions waiting to be reviewed.
Click the link to review their submission.

No submissions awaiting review

1 of 1 completed.
LAST STEP, YOU MUST COMPLETE!
When all submission reviews are completed, click below. Due Date: 12:00 AM - 23, Jun 2020

[Click here to combine all school submissions and submit to ADE](#)

Step 3: Submitting LEA Data to the ADE


0 of 59 submissions waiting to be reviewed.
Click the link to review their submission.

No submissions awaiting review

3 of 59 completed.
LAST STEP, YOU MUST COMPLETE!
When all submission reviews are completed, click below. Due Date: 12:00 AM - 1, Oct 2019

[Click here to combine all school submissions and submit to ADE](#)

1. Review final aggregation: Once logged into ADEConnect and within the Move On When Reading portal as the LEA Approver, click on the blue text hyperlink “[Click here to combine all school submissions and submit to ADE.](#)”
 - a. You will now view all assessment data for all schools in a district/charter. Data is not editable by the LEA Approver.
2. Review combined data: Review the aggregated number of students within each grade level scoring at benchmark, approaching benchmark, and significantly at risk for the current assessment period (as shown).

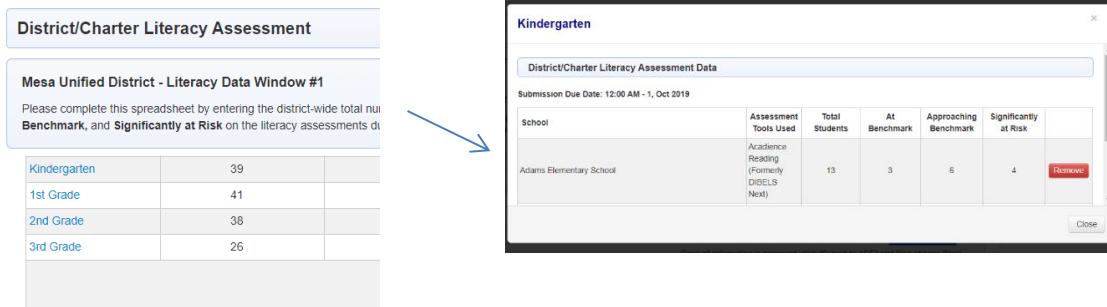


Data Submission Due: 12:00 AM - 1, Oct 2019				
Grade Level	Total Number of Students	At Benchmark	Approaching Benchmark	Significantly at Risk
Kindergarten	39	59.0%	28.2%	12.8%
1st Grade	41	53.7%	31.7%	14.6%
2nd Grade	38	65.8%	23.7%	10.5%
3rd Grade	26	76.9%	19.2%	3.8%

[Submit to ADE](#)

Once all information is approved, click "Submit to ADE" and then choose "Yes".

3. View each school: Click on any blue grade-level hyperlink to view a pop-up window with individual school assessment tools and assessment data.



The image shows two screenshots. The left screenshot is titled "District/Charter Literacy Assessment" and "Mesa Unified District - Literacy Data Window #1". It contains a table with the following data:

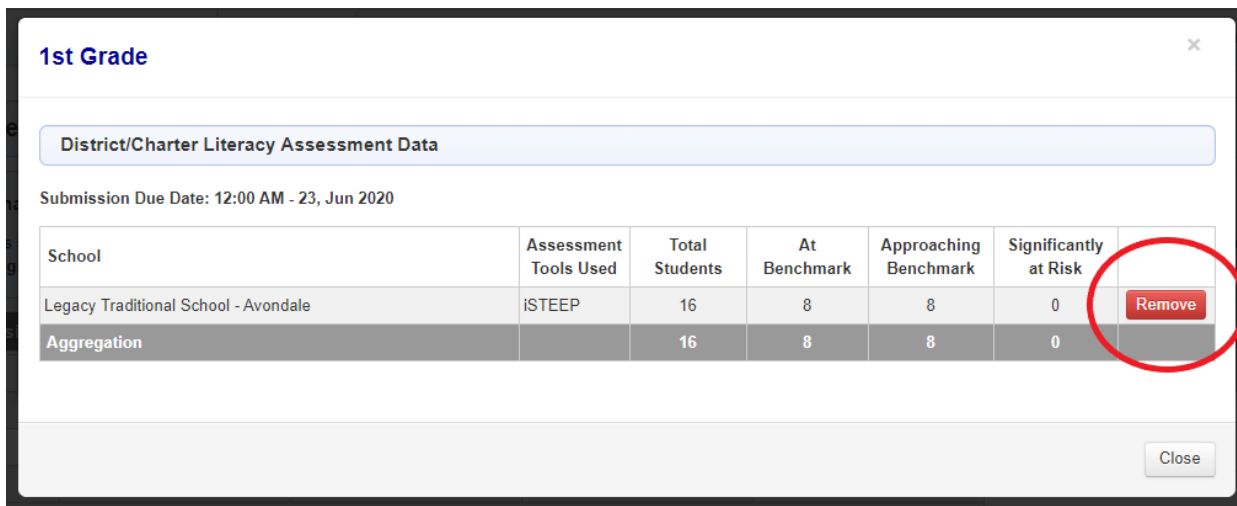
Grade Level	Count
Kindergarten	39
1st Grade	41
2nd Grade	38
3rd Grade	26

The right screenshot is a pop-up window titled "Kindergarten". It displays "District/Charter Literacy Assessment Data" for "Adams Elementary School". The submission due date is "12:00 AM - 1, Oct 2019". The table below shows the following data:

School	Assessment Tools Used	Total Students	At Benchmark	Approaching Benchmark	Significantly at Risk	Action
Adams Elementary School	Acadience Reading (Formerly DIBELS Next)	13	3	6	4	Remove

****Note:** If at any point, you notice that a school needs to make corrections or changes, you must have the previous pop-up open, which is where you will find the red **Remove** button.

- a. The **Remove** button can be selected within any grade-level.
- b. Once you click Remove and follow the prompts, any school removed from aggregation will now appear in the yellow review submissions' box and will need to be rejected by the LEA Approver again, to grant access back to the School Approver.



The image shows a pop-up window titled "1st Grade". It displays "District/Charter Literacy Assessment Data" for "Legacy Traditional School - Avondale". The submission due date is "12:00 AM - 23, Jun 2020". The table below shows the following data:

School	Assessment Tools Used	Total Students	At Benchmark	Approaching Benchmark	Significantly at Risk	Action
Legacy Traditional School - Avondale	iSTEEP	16	8	8	0	Remove
Aggregation		16	8	8	0	

The "Remove" button in the table is circled in red.

4. Review dates and narrative(s): All school narratives are viewed next to the organization name.

- a. Reverify the three-week testing window, for the applicable fall, winter, spring screening period.

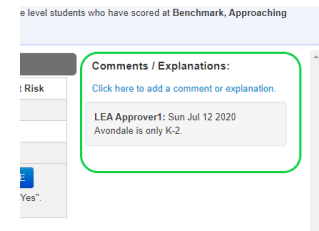
Data Submission Due: 12:00 AM - 23, Jun 2020				
Grade Level	Total Number of Students	At Benchmark	Approaching Benchmark	Significantly at Risk
Kindergarten	26	46.2%	30.8%	23.1%
1st Grade	16	50.0%	50.0%	0.0%
2nd Grade	26	38.5%	26.9%	34.6%

[Submit to ADE](#)

Once all information is approved, click "Submit to ADE" and then choose "Yes".

Organization Name	Comments
Legacy Traditional School - Avondale 08/24/2020 - 09/10/2020	<p>(example)</p> <p>There are no 3rd graders served this year.</p> <p>Following the initial fall screening, our students identified approaching benchmark and significantly at-risk have been further diagnosed for phonological awareness and phonemic awareness deficits. K-2 teachers, as well as a reading specialist and paraprofessional conduct mixed grade-level small</p>

5. **Final comments:** Once all data and narratives are reviewed, the LEA Approver may add any final **Comments/Explanations** for the MOWR team.
 - a. If testing windows exceeded three weeks, please add final comment here for MOWR team.
 - b. This is the only place to communicate via this submission any helpful notes for the MOWR team.



6. **Submit to ADE:** Click the blue [Submit to ADE](#) button under district data.

7. **LEA homepage:** After submitting the data to the ADE, you will be redirected to the home page. The Literacy Assessment Data box will now indicate that you have no action items pending. The district data submission is no longer accessible and now only available for viewing within the History portion of this portal.

Literacy Assessment Data
Click on the organization link to view their contact details.

0 of 0 organizations need to submit their Literacy Assessment data.

No pending submissions

0 of 0 submissions waiting to be reviewed. Click the link to review their submission.

No submissions awaiting review

0 of 0 completed.

LAST STEP, YOU MUST COMPLETE!

When all submission reviews are completed, click below. Due Date: 12:00 AM - 1, Oct 2019

No school submissions selected for aggregation. Check below in 'History' under the relevant tab for details.



- 8. View history: Once the LEA data has been submitted to the ADE, you will receive an email confirming that the district data has been submitted.
 - a. District/charter Literacy Assessment Data is available to view for any submission window in the history portion at the bottom of the homepage.

No school submissions selected for aggregation.
Check below in 'History' under the relevant tab for details.

No school submissions selected for aggregation.
Check below in 'History' under the relevant tab for details.

History
Literacy Plans and Assessment Data Reports from previous years are below. Click the year you would like to review.

Literacy Plan
Literacy Assessment Data

Literacy Assessment Window	Status	Last Status Change Date	Date Opened	Submission Due Date	Date Submitted	Date Approved
Literacy Data Window #1	Accepted	4:34 PM - 12, Jul 2020	12:00 AM - 23, Jun 2020	12:00 AM - 23, Jun 2020	4:34 PM - 12, Jul 2020	4:34 PM - 12, Jul 2020
Literacy Data Window #2	Failed		12:00 AM - 4, Jul 2020	12:00 AM - 4, Oct 2020		

Congratulations!

The District/Charter K-3 Literacy Assessment Data is now submitted!

All plans and data will be reviewed and approved by the ADE MOWR team.
Once a plan is approved, notification of approval will be sent to the LEA contacts listed in the portal.
All plans and fall screening data are due to the ADE on or before October 1st of each year.

If you have any questions or need assistance with entering, reviewing, or submitting literacy assessment data, please contact moveonwhenreading@azed.gov or call 602-364-2053.