

Using the PALS School Level Grouping Function

PALS school level administrators and reading specialists can get support for forming small, flexible groups across classrooms within a grade level, based on instructional levels in reading and spelling, so that they can deliver targeted instruction to students who have similar instructional levels and needs.

School-level users have this function available in their PALS Online account as soon as complete diagnostic data has been entered for the current assessment window. They can create as many groups as are needed.

Administrators, reading specialists, and interventionists are able to create cross-class grouping to form:

- **Literacy Groups** (all students in grades 1-8 are available for grouping) and
- **Intervention Groups** (only identified students from grades K-8 are available for grouping).

Important points about how the school level Grouping Function works in the PALS Online System:

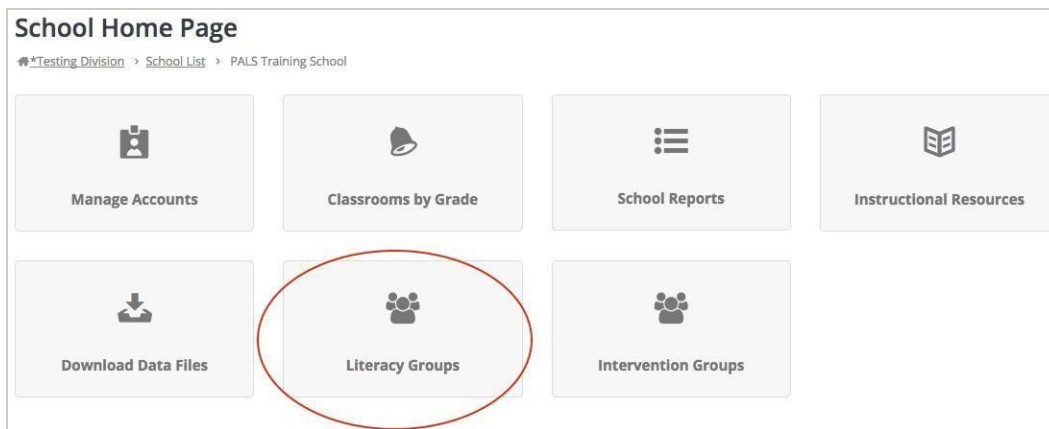
- **The grouping features are only available** when all required tasks for diagnosis of instructional reading level and spelling stage are completed and entered for the *current* assessment window.
- The PALS Online System **clears previous groups at the beginning of each window**, so that instructional groupings are based on the most current data.
- The grouping function assumes that the diagnosis of instructional oral reading level is accurate, which is **most likely when the Word Recognition in Isolation task is administered correctly** (allowing less than 1 second exposure for each word flashed).
- When making decisions about how to group students, consider the following:
 - **Use recent data** to make instructional grouping decisions.
 - Consider **the size of the groups**. Too many groups translates to less time and attention per group. On the other hand, students with more intensive needs may need to be in a smaller group to get more one-on-one attention.
 - Think about the **range of instructional levels** in the classes, and whether they share similar instructional needs.
 - Factor in your **daily schedule and the staff available** to provide instruction.
- Make sure to **keep your groups flexible**. Flexible groups are “groups that are formed and reformed at regular intervals on the basis of new student achievement data.” Revisit group assignments at regular intervals throughout the year (e.g., every 6-8 weeks). That said, avoid changing students’ groups so often that students are unable to establish themselves and gain confidence within a group.

See below for step-by-step instructions for using the school level grouping functions.

School Level Users - Literacy Groups

School-level users use the Literacy Groups link to create “cross-class” groups of students who have similar instructional levels and needs. This function allows selection from all 1st through 8th grade students in a grade level for which complete scores for the current assessment window have been entered.

1. Log in as a school-level user and click on *Literacy Groups*.



2. Click on the grade level of the group you want to create, and name the group.

www.palsk8.com says:

Enter Group Name

Cancel OK

Literacy Groups

Testing Division > School List > PALS Training School > Literacy Groups

Name New Group

Click on the grade level below to name your new literacy group. Once the group has been named, use the "Modify Group" button above to add students.

1 2 3 4
5 6 7 8

Current Groups

Use the "Name New Group" function to the right to create cross-class literacy groups for grades 1-8.

FIRST GRADE
Friday Flyers
red group
Blue Group

SECOND GRADE
Tuesday Book Buddies

Group Actions

Select a literacy group from the list to the left, then select an action from the choices below.

Modify Group
Remove group
View Group

View Results

Select a literacy group from the list to the left, then select a report from the choices below.

Reading Levels
Spelling/Phonics Knowledge

- In the *Current Groups* column, click on the group you just created, and then in the *Group Actions* column, click *Modify Group*.

Literacy Groups

#*Testing Division > School List > PALS Training School > Literacy Groups

Name New Group

Click on the grade level below to name your new literacy group. Once the group has been named, use the "Modify Group" button above to add students.

1 2 3 4
5 6 7 8

Current Groups

Use the "Name New Group" function to the right to create cross-class literacy groups for grades 1-8.

FIRST GRADE
Friday Flyers
red group
Blue Group
Monday group

SECOND GRADE
Tuesday Book Buddies

Group Actions

Select a literacy group from the list to the left, then select an action from the choices below.

Modify Group
Remove group
View Group

View Results

Select a literacy group from the list to the left, then select a report from the choices below.

Reading Levels
Spelling/Phonics Knowledge

- Choose students from this chart for your group. All students in that grade level, with complete scores, will be available.

GROUPING CHART **pals**

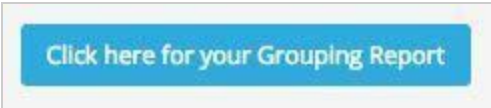
This report groups students with feature scores by Instructional Oral Reading Level and Spelling Stage.
Students for whom complete spelling feature scores have not been entered will not be included in this report.

- Click on the name of each student you wish to add to the group. A red check will appear by their name. Suggestions for grouping can be found below this chart.
- To delete a student from the group, click on the student's name a second time and the red check will disappear.
- Once all students in the group have been selected, click on the "Grouping Report" button to view the instructional oral reading level and spelling feature scores for each student in the group.

[Click here for your Grouping Report](#)


Spelling Stage → Instr. ORL ↓	Emergent/Early Letter Name	Letter Name	Within Word Pattern	Syllables & Affixes	Derivational Relations
R	<input type="checkbox"/> Istudent <input type="checkbox"/> PlusDemo <input type="checkbox"/> Jstudent <input type="checkbox"/> PlusDemo <input type="checkbox"/> Jstudent <input type="checkbox"/> PlusPractice <input type="checkbox"/> Gstudent <input type="checkbox"/> PlusPractice <input type="checkbox"/> Qstudent <input type="checkbox"/> PlusPractice <input type="checkbox"/> Firstgrader <input type="checkbox"/> Qstudent <input type="checkbox"/> Firstgrader <input type="checkbox"/> StudentC <input type="checkbox"/> Firstgrader <input type="checkbox"/> StudentK				
R/PP	<input type="checkbox"/> Bstudent <input type="checkbox"/> PlusDemo <input type="checkbox"/> Fstudent <input type="checkbox"/> PlusPractice				
PP		<input type="checkbox"/> Dstudent <input type="checkbox"/> PlusDemo <input type="checkbox"/> Rstudent <input type="checkbox"/> PlusPractice <input type="checkbox"/> Ostudent <input type="checkbox"/> PlusPractice			

5. At the bottom of that chart, click on *Click here for your Grouping Report*.



6. Your Grouping Report will show spelling and IORL data for each student in the group.

GROUPING REPORT - MID-YEAR 2019



Division: PALS Professional Development
School: Demo Training School **Grade:** 2

This report groups all students in the class for whom complete spelling feature scores were entered.

GROUP: Tuesday Morning

Student Name	Instr. ORL	Spelling Stage	Spelling Feature Scores											
			Beg/End	Dig	B	SV	N	CVCe	LV	R/L	AV	SJ	A	Der
1. William Demo2	1st	WW	4	4	4	4	4	2	0	1				
2. Steve Demo2	1st	WW	4	3	3	4	4	3	1	1				
3. Bart Demo2	1st	WW	4	3	4	4	4	0	3	0				

* Rate (WPM) too low for this Instructional Oral Reading Level. ?

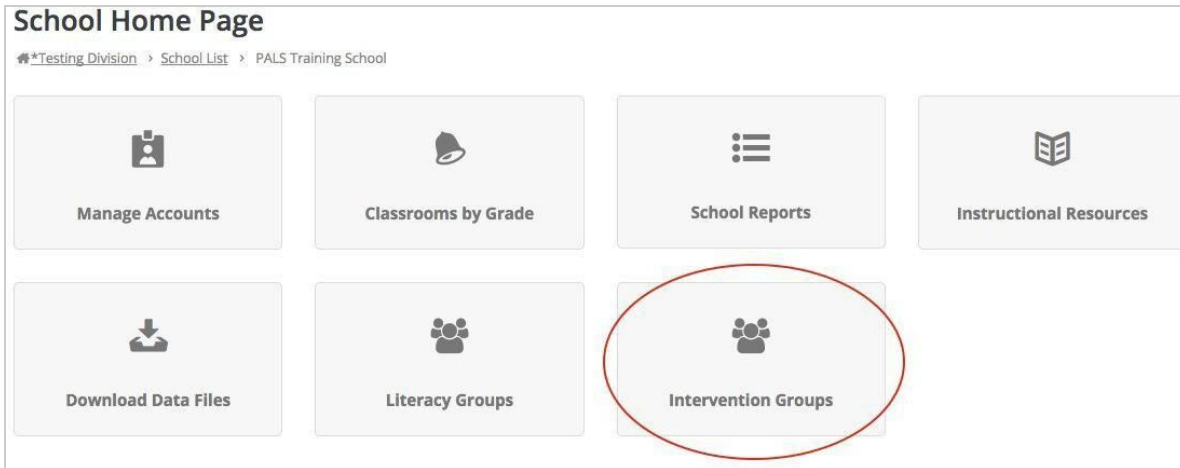
This report does not include scores for students who were administered the PALS assessment under non-standard conditions.

Remember to provide instructional support for reading comprehension before, during, and after the reading of texts that are at the group's IORL. Target spelling features that have scores of 2 or 3, supporting each student in making connections between what they read and what they write.

School Level Users - Intervention Groups

School-level users use the Intervention Groups link to create “cross-class” groups of K-8 students who have been **identified** by their most recent PALS screening scores.

1. Log in as a school-level user and click on *Intervention Groups*.



2. Once you are on the *Intervention Groups* page, follow the same directions as used above to create Literacy Groups.

