Report Card Line	4	3	2	1
	ADVANCED	PROFICIENT	BASIC	MINIMAL
Generates and organizes ideas before writing	• Independently demonstrates all proficient prewrite skills	 With teacher support: Considers purpose (to describe, to inform, to explain) Considers genre (narrative, creative, expository) Considers audience Generates ideas (brainstorms independently & w/ peers, from verbal and/or written prompt) Seeks and gathers information Uses strategies and tools to organize ideas (lists and notes) Without teacher support: Uses graphic organizers (webs, etc) to organize ideas 	 Demonstrates some proficient prewrite skills and/or requires additional teacher help 	Demonstrates few proficient prewrite skills and/or requires intensive teacher help

Report Card Line	4	3	2	1
	ADVANCED	PROFICIENT	BASIC	MINIMAL
Creates draft from ideas	 Independently demonstrates all proficient drafting skills 	 With teacher support: Creates draft from prewrite activities Rereads while drafting Creates a draft that makes sense Develops draft with purpose Uses complete sentences (when appropriate) Attempts to include genre characteristics in first draft Uses vocabulary of a writer to include in their own writing or show understanding of (including but not limited to): Dialogue Alliteration Onomatopoeia Plot Rhyme & Rhythm Simile Stanza 	 Demonstrates some proficient drafting skills and/or requires additional teacher help 	 Demonstrates few proficient drafting skills and/or requires intensive teacher help

Report Card Line	4 ADVANCED	3 PROFICIENT	2 BASIC	1 MINIMAL
Conferences and utilizes feedback to make improvements	 Independently demonstrates all proficient conferencing skills 	 With teacher support: Rereads own writing Uses resources Shares writing with teacher and peers Seeks and considers feedback from teachers and peers Identifies focus for conference Uses Six Trait language during conferencing 	Demonstrates some proficient conferencing skills and/or requires additional teacher help and: May be reluctant to share and conference Shares without purpose	Demonstrates few proficient conferencing skills and/or requires intensive teacher help and: May be resistant to share and conference Does not understand the concept of conferencing
Revises writing to make improvements (adds, subtracts, combines, and rearranges text)	Independently demonstrates all proficient revision skills and: Uses reference materials to assist in revision Revision of writing makes a drastic improvement	With teacher support: Based on conferences and self-assessment, student: ✓ Adds, subtracts or rearranges text to clarify ideas, meaning and improve word choice ✓ Recognizes that text has a structure and a genre ✓ Organizes text to convey message, topic or idea ✓ Attempts to include own voice in writing ✓ Adjusts word order for fluency ✓ Improves draft by using resource materials (dictionary, thesaurus, reference books, technology)	Demonstrates some proficient revision skills and/or requires additional teacher help and: • May be reluctant to revise	Demonstrates few proficient revision skills and/or requires intensive teacher help and: • May be resistant to revise

Report Card Line	4 ADVANCED	3 PROFICIENT	2 BASIC	1 MINIMAL
Edits writing (capitalization, punctuation, grammar, and spelling)	Independently demonstrates all proficient editing skills and: Uses reference materials to assist in editing	 Begins to identify and correct some capitalization, punctuation, grammar, and spelling errors independently according to grade-level convention chart With teacher support: Uses grade-level editing marks 	Demonstrates some proficient editing skills and/or requires additional teacher help and: • May be reluctant to edit	Demonstrates few proficient editing skills and/or requires intensive teacher help and: • May be resistant to edit
Publishes and shares writing	 Independently demonstrates all proficient publishing skills 	 With teacher support: Uses the writing process to publish a piece of writing Shares final product with class / intended audience when possible Demonstrates pride and ownership in published writing (done neatly) Publishes in a variety of ways (handwritten, word processed, presentation software and visual aids) 	Demonstrates some proficient publishing skills and/or requires additional teacher help and: • May be reluctant to publish and/or share	Demonstrates few proficient publishing skills and/or requires intensive teacher help and: May be resistant to publish and/or share

Report Card Line	4	3	2	1
	ADVANCED	PROFICIENT	BASIC	MINIMAL
Writes in a variety of formats/genres (self-selected and teacher-assigned)	Independently demonstrates all proficient genre skills and: Experiments in genres beyond grade level expectations (persuasive, etc.) Shows above grade level grasp of genres in Writer's Workshop writing Shows above level grasp and application of genre Exceeds grade level expectations	With teacher support: ■ Writes in a variety of genres correctly ■ Self-selects and/or applies appropriate genre format (i.e. poetry format vs. report format) ■ Understands concept of "choosing a genre" as part of writer's workshop writing ■ Demonstrates understanding of and publishes in grade-level genre focus as taught each quarter: ✓ Nonfiction report ✓ Summary writing ✓ Poetry ✓ Nonfiction Narrative ■ Publishes in a timed writing genre (as grade appropriate): ✓ Completes a piece in allotted time ✓ Compacts writing process steps ■ Responds appropriately to prompt	 Demonstrates some proficient genre skills and/or requires additional teacher help Inconsistently understands or demonstrates genre skills and/or requires additional teacher help 	 Demonstrates few proficient genre skills and/or requires intensive teacher help

Report Card Line	4	3	2	1
	ADVANCED	PROFICIENT	BASIC	MINIMAL
Demonstrates legible handwriting in daily work	Independently demonstrates all proficient handwriting skills and: Completes most assignments in cursive	 Maintains manuscript handwriting skills developed in previous grades Uses cursive writing when requested (may use visual aid) Writing is neat and easy to read 	 Demonstrates some proficient handwriting skills and/or may require teacher assistance 	 Demonstrates few proficient handwriting skills and/or requires intensive teacher help