

MCLASS DATA TRACKER FALL, WINTER & SPRING

A student's mClass TRC reading level and foundational-skill checks, window by window: individual, small-group, caseload, and hand-off versions, a progress growth record, and a filled example. Fillable PDF. For use alongside mClass; not affiliated with or endorsed by Amplify Education, Inc.

SETUP TRC Level Bands & Foundational-Skill Categories Reference

A blank reference page. Write in your own district's TRC level bands and category names from your own mClass account. This file sets none of its own.

WRITE IN YOUR OWN DISTRICT'S NAMES

This file does not set a level band, a category name, or a pacing score for any grade — those come from your own mClass account and your district's own reporting. Fill in the table below once per term and refer back to it on every tracking sheet in this file.

Our mClass account / district name:

School year:

SETTING	VALUE	NOTES
Our district's TRC level bands		Write your own district's TRC instructional-level band names here — this file sets none.
Letter Names & Sounds, how it is scored		Write your mClass account's own item count and category name for this check.
Blending & Segmenting, how it is scored		Write your mClass account's own item count and category name for this check.
High-Frequency Words, how it is scored		Write your mClass account's own item count and category name for this check.
Benchmark window dates this year		Write your building's own Fall, Winter, and Spring testing dates.
Who records the results		Write which adult updates the roster and the growth record (teacher, interventionist, case manager).
YOUR TEAM'S OWN DECISION RULES (write these in this file sets none)		
Signal to add more support		Write your team's own rule for when a student needs more support between windows.
Signal to recheck placement		Write your team's own rule, from your mClass account or your reading program, for when a placement is required.
Signal to notify a family		Write your own rule for when a window's results are shared home.

Window Planning Worksheet. One row per benchmark window, so dates and who tests are set on purpose instead of mid-window.

WINDOW	TEST WINDOW DATES	WHO TESTS	REPORTS DUE	NOTES
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TRACKING Individual mClass Window-by-Window Tracking Sheet

One row per benchmark window or interim check, up to 10 rows. TRC level plus three foundational-skill checks. The detailed version for close monitoring.

One student, logged window by window. Copy this page per student. Fill in the student name at the top; then add one row per benchmark window or interim check.

Fill the columns: TRC Level = the level band your mClass account reports for that window; each skill-check column = items correct out of the total your account reports; leave a skill-check column blank if that check was not given that window; Notes = anything that explains the result.

Student name: Grade:

WINDOW / DATE	TRC LEVEL	LETTER NAMES & SOUNDS	BLENDED / SEGMENTING	HF / FREQ WORDS	NOTES

TRACKING Small-Group mClass Tracking Sheet

One shared window/date column, up to 4 students. TRC level recorded as each student's window is scored.

Reading group time, 4+ students. Write each student's name across the top. For each row, enter the window/date, then record each student's TRC level once that student's window is scored. Copy this sheet if you have more than 4 students in one group. How to fill Window / date: each student's TRC level (blank until that student's window is scored).

Write the four students' names at the top of the page:

Student 1: Student 2:

Student 3: Student 4:

WINDOW / DATE	STUDENT 1 (TRC LEVEL)	STUDENT 2 (TRC LEVEL)	STUDENT 3 (TRC LEVEL)	STUDENT 4 (TRC LEVEL)

SUMMARY Caseload mClass Overview

One row per student: current TRC level, window tested, and the three foundational-skill checks. The whole caseload at a glance.

One check, whole caseload at a glance. Do this once per window. Fill in one row per student: TRC level and the three foundational-skill checks for the window just finished.

How to fill: Student name — TRC level (from page 54); the three skill-check scores — window tested.

Why this page: You check 10–15 students the same day. This is your window snapshot. For entry-by-entry detail, use page 7 (Individual Sheet).

STUDENT NAME	TRC LEVEL	LETTER NBS	BLENDED/SEGMENT	HF WORDS	WINDOW

GROWTH Progress Growth Record, Fall to Spring

The same student's TRC level and skill checks carried window to window, with a plain note on what changed: no percent or rate is computed on this page.

STUDENT GRADE SCHOOL YEAR

The same student, three windows, side by side. Copy each window's numbers from page 7, 8, or 9 into the matching row below. No percent or rate is computed on this page — just the record and a plain note on what changed.

WINDOW	TRC LEVEL	LETTER NBS	BLENDED/SEGMENT	HF WORDS	WHAT CHANGED (YOUR OWN NOTE)
Fall					
Winter					
Spring					

Interim checks (optional): If your team progress-monitors between windows, add extra rows below with the date instead of a window name.

DATE	TRC LEVEL	LETTER NBS	BLENDED/SEGMENT	HF WORDS	NOTE

EXAMPLE A Tracking Sheet, Filled In

An invented second grader. Every level and score below is checked against the rows it comes from.

An invented second grader, Priya S. Every TRC level and skill-check score is made up. These three windows hang together: the same three levels and six skill-check scores appear, unchanged, on the tracking sheet, the growth record, and the snapshot below.

Levels and scores are invented and are not a reproduction of any specific mClass report or level-correlation table.

WINDOW / DATE	TRC LEVEL	LETTER NBS	BLENDED/SEGMENT	HF WORDS	NOTES
Fall, Sep 18	Level F	24/26	14/20	32/50	First window this school year.
Winter, Jan 14	Level J	26/26	18/20	41/50	Full-length session, no breaks needed.
Spring, May 6	Level L	26/26	19/20	47/50	Tested in the usual small-group room.

This example shows 3 benchmark windows. A real page 7 would have up to 10 rows for a full year, including any interim checks.

Progress Growth Record (page 11) — Priya S, grade 2 (invented)

WINDOW	TRC LEVEL	LETTER NBS	BLENDED/SEGMENT	HF WORDS	WHAT CHANGED
Fall	Level F	24/26	14/20	32/50	Baseline window.
Winter	Level J	26/26	18/20	41/50	Moved up three level bands since Fall.
Spring	Level L	26/26	19/20	47/50	Moved up two more level bands since Winter.

Each row above matches the Individual Tracking Sheet exactly: same levels (F, J, L), same Letter NBS (24/26, 26/26, 26/26), same Blend/Segment (14/20, 18/20, 19/20), same HF Words (32/50, 41/50, 47/50).

mClass Progress Snapshot for Priya's Spring Meeting

WINDOW	TRC LEVEL	LETTER NBS	BLENDED/SEGMENT	HF WORDS	TREND
Fall	Level F	24/26	14/20	32/50	—

Fillable

18 Pages

3 Windows

TRC Level

How This Tracking System Works

Three steps: write in your own level/category reference, pick the sheet that matches today, and roll the numbers up before a meeting. This is a plain benchmark-window log, not a timed probe.

ONE: WRITE IN YOUR OWN LEVEL AND CATEGORY REFERENCE (once per term)

- Page 5: Write in your own district's TRC level bands and the foundational-skill category names your mClass account reports.
- Page 6: List the student on the Caseload mClass Roster with their most recent TRC level, pulled from your own mClass account.

TWO: PICK THE SHEET THAT FITS TODAY

- **Full detail, one student at a time:** Use page 7 (Individual Window-by-Window Tracking Sheet). Copy it per student. Save with the student's name: "Maya-mClass-Log.pdf."
- **Quick check when you have no time:** Use page 8 (Quick mClass Entry Log). Just the numbers you already have.
- **Reading group, several students:** Use page 9 (Small-Group mClass Tracking Sheet). One shared column, up to 4 students.
- **Monthly caseload check:** Use page 10 (Caseload mClass Overview). Check all your students the same day.

THREE: LOG EACH WINDOW, THEN CARRY IT FORWARD

- After each benchmark window, write the TRC level and the three skill-check scores on page 7 (or page 8 for the fast version).
- Copy the same window's numbers onto the Progress Growth Record (page 11) so Fall, Winter, and Spring sit side by side.
- Note anything that explains the result: "new to the building this window," "make-up session," "partial window, absent for one task."

FOUR: REPORT PROGRESS

- Before a team meeting, fill out page 13 (mClass Progress Snapshot) from the growth record.
- Use the General Education / Interventionist Quick Reference (page 12) to hand off the current level without sharing the full history.

What this is not

This is not a timed reading probe pack, and it does not reproduce any mClass test item, passage, or proprietary level-correlation table. It is the window-by-window record a case manager, teacher, or interventionist keeps between mClass benchmark periods. Example students are invented. Names and numbers are made up.

The habits this file assumes

- ☐ A level/category reference is written in (page 5) before the first entry is logged.
- ☐ Every entry gets a window and a date, even a quick one.
- ☐ A window is only counted once it has a scored entry on a tracking sheet.

Why six sheet shapes instead of one

One student needs the full detail (page 7). A whole caseload needs the fast version (pages 8 and 10). A reading group needs one shared sheet (page 9). A second adult needs a version with only the current level on it (page 12).

Individual mClass Window-by-Window Tracking Sheet

One row per benchmark window or interim check, up to 10 rows. TRC level plus three foundational-skill checks. The detailed version for close monitoring.

One student, logged window by window. Copy this page per student. Fill in the student name at the top, then add one row per benchmark window or interim check.

Fill the columns: TRC Level = the level band your mClass account reports for that window; each skill-check column = items correct out of the total your account reports; leave a skill-check column blank if that check was not given that window; Notes = anything that explains the result.

Student name: Grade:

WINDOW / DATE	TRC LEVEL	LETTER NAMES & SOUNDS	BLENDING & SEGMENTING	HIGH-FREQ. WORDS	NOTES

Rows beyond the three benchmark windows

Use the extra rows for interim progress-monitoring checks between windows, or a partial window where only some tasks were given.

Progress Growth Record, Fall to Spring

The same student's TRC level and skill checks carried window to window, with a plain note on what changed—no percent or rate is computed on this page.

STUDENT

GRADE

SCHOOL YEAR

The same student, three windows, side by side. Copy each window's numbers from page 7, 8, or 9 into the matching row below. No percent or rate is computed on this page — just the record and a plain note on what changed.

WINDOW	TRC LEVEL	LETTER N&S	BLEND/SEGMENT	HF WORDS	WHAT CHANGED (YOUR OWN NOTE)
Fall					
Winter					
Spring					

Interim checks (optional): if your team progress-monitors between windows, add extra rows below with the date instead of a window name.

DATE	TRC LEVEL	LETTER N&S	BLEND/SEGMENT	HF WORDS	NOTE

Reading this page

This page is a record, not a conclusion. Whether a change from one window to the next means more support, the same plan, or a celebration is your team's own call, made with your own decision rules from page 5.

If a window was missed or partial

Leave the level column blank rather than guessing, and write the reason in the notes column: absent for testing, moved buildings, or a technology issue that stopped the session early.

A simplified one-student card for a second adult who is not the case manager—just the current level, the focus area, and one instructional note.

STUDENT

UPDATED ON

Current TRC level (most recent window)

Level: Window:

One foundational-skill focus area for push-in support

Pick one from page 7 or 11: Letter Names & Sounds, Blending & Segmenting, or High-Frequency Words.

One instructional note for this adult

What to do, practice, or watch for in this setting — not the full tracking history.

Questions back to the case manager**Quick glossary of the three skill-check categories**

A plain reminder of what each column on pages 7–11 stands for; write your own account's item count for each in the blank column.

CATEGORY	WHAT IT CHECKS (WRITE YOUR OWN ACCOUNT'S ITEM COUNT)

Why a separate page

A paraprofessional, co-teacher, or interventionist usually needs the current level and one focus area, not every window on file. Photocopy only this page for that hand-off.

EXAMPLE

A Tracking Sheet, Filled In

An invented second grader. Every level and score below is checked against the rows it comes from.

An invented second grader, Priya S. Every TRC level and skill-check score is made up. These three windows hang together: the same three levels and six skill-check scores appear, unchanged, on the tracking sheet, the growth record, and the snapshot below.

Levels and scores are invented and are not a reproduction of any specific mClass report or level-correlation table.

Individual Window-by-Window Tracking Example (partial) — Priya S., grade 2 (invented)

WINDOW / DATE	TRC LEVEL	LETTER N&S	BLEND/SEGMENT	HF WORDS	NOTES
Fall, Sep 18	Level F	24/26	14/20	32/50	First window this school year
Winter, Jan 14	Level J	26/26	18/20	41/50	Full-length session, no breaks needed
Spring, May 6	Level L	26/26	19/20	47/50	Tested in the usual small-group room

This example shows 3 benchmark windows. A real page 7 would have up to 10 rows for a full year, including any interim checks.

Progress Growth Record (page 11) — Priya's Entries

WINDOW	TRC LEVEL	LETTER N&S	BLEND/SEGMENT	HF WORDS	WHAT CHANGED
Fall	Level F	24/26	14/20	32/50	Baseline window
Winter	Level J	26/26	18/20	41/50	Moved up three level bands since Fall
Spring	Level L	26/26	19/20	47/50	Moved up two more level bands since Winter

Each row above matches the Individual Tracking Sheet exactly: same levels (F, J, L), same Letter N&S (24/26, 26/26, 26/26), same Blend/Segment (14/20, 18/20, 19/20), same HF Words (32/50, 41/50, 47/50).

mClass Progress Snapshot for Priya's Spring Meeting

WINDOW	TRC LEVEL	LETTER N&S	BLEND/SEGMENT	HF WORDS	TREND
Fall	Level F	24/26	14/20	32/50	—
Winter	Level J	26/26	18/20	41/50	Growing
Spring	Level L	26/26	19/20	47/50	Growing

Checked against the growth record above: Fall level F, Winter level J, Spring level L, with every skill-check score matching the same three rows.

What the Family and Team Update (page 14) would say

Most recent TRC level: Level L. Window: Spring. What changed since the last update: moved from Level J (Winter) to Level L (Spring), with Letter Names & Sounds steady at 26/26 and High-Frequency Words up from 41/50 to 47/50. Next window planned for the Fall of next school year.