



Utah State Board of Education

UTAH STATE BOARD OF EDUCATION EARLY WARNING SYSTEM (EWS) SELF- ASSESSMENT TOOL

**A UTAH STATE BOARD OF EDUCATION TECHNICAL
ASSISTANCE DOCUMENT**

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USBE EARLY WARNING SYSTEM SELF-ASSESSMENT TOOL

PURPOSE

This self-assessment tool helps Local Education Agencies (LEAs) evaluate the extent to which their Early Warning System (EWS) aligns with the requirements outlined in [Utah Code Section 53F-4-207](#) and [Board Rule R277-627](#).

Specifically, the tool is designed to help LEA leaders:

1. **Assess Technical Alignment:** Determine whether their digital EWS platform includes the data, functionality, reporting capabilities, and system features required by state law and administrative rule. If gaps are identified, LEA leaders should work with their EWS provider, technology team, or other relevant partners to address areas of non-alignment.
2. **Strengthen Implementation Practices:** Evaluate how effectively EWS data and tools are being used to identify students in need of support, coordinate interventions, engage families, and inform decision-making. The self-assessment can help identify opportunities to strengthen implementation and improve outcomes for students.

This tool is vendor-neutral and may be used regardless of the Early Warning System platform employed by the LEA. It is intended to support continuous improvement and compliance planning and does not replace the responsibility of LEAs to review and comply with all applicable state and federal laws and requirements.

HOW TO USE THIS TOOL

For each item:

1. Review the suggested evidence sources.
2. Assess your current level of implementation.
3. Document supporting evidence and notes.
4. Identify actions needed to strengthen implementation or compliance.

IMPLEMENTATION SCALE

Rating	Description
0	Not in Place/ Capability May Not Exist
1	Capability Exists, but Not Yet Operationalized
2	Operational
3	Fully Implemented and Routinely Monitored

EWS SELF-ASSESSMENT TOOL

SECTION 1: EWS DATA, REPORTING, AND SYSTEM FUNCTIONALITY

USER ACCESS AND STUDENT DATA

1. Educators, administrators, and families have appropriate access to EWS information.

- a. **Statute / Rule Reference:** 53F-4-207(3)(a)
- b. **Evidence to Review:** User roles and permissions
- c. **Rating:** 0
- d. **Notes:**

2. Student-level assessment results are available within the EWS.

- a. **Statute / Rule Reference:** 53F-4-207(3)(b)
- b. **Evidence to Review:** Student records
- c. **Rating:** 0
- d. **Notes:**

3. National assessment results can be accessed.

a. **Statute / Rule Reference:** 53F-4-207(3)(b)(i)

b. **Evidence to Review:** Sample reports

c. **Rating:** 0 _____

d. **Notes:**

4. Student-level local assessment results are available within the EWS.

a. **Statute / Rule Reference:** 53F-4-207(3)(b)(ii)

b. **Evidence to Review:** Sample reports

c. **Rating:** 0 _____

d. **Notes:**

5. Student-level standards assessment results are available within the EWS.

a. **Statute / Rule Reference:** 53F-4-207(3)(b)(iii)

b. **Evidence to Review:** Sample reports

c. **Rating:** 0 _____

d. **Notes:**

AGGREGATE REPORTING

1. Aggregate reports can be generated by teacher.

a. **Statute / Rule Reference:** 53F-4-207(3)(c)(i)

b. **Evidence to Review:** Reporting tools

c. **Rating:** 0 _____

d. **Notes:**

2. Aggregate reports can be generated by school.

a. **Statute / Rule Reference:** 53F-4-207(3)(c)(ii)

b. **Evidence to Review:** Reporting tools

c. **Rating:** 0 _____

d. **Notes:**

3. Aggregate reports can be generated by district.

a. **Statute / Rule Reference:** 53F-4-207(3)(c)(iii)

b. **Evidence to Review:** Reporting tools

c. **Rating:** 0 _____

d. **Notes:**

4. Aggregate reports can be generated by ethnicity.
 - a. **Statute / Rule Reference:** 53F-4-207(3)(c)(iv)
 - b. **Evidence to Review:** Reporting tools
 - c. **Rating:** 0 _____
 - d. **Notes:**

DATA VISUALIZATION AND COMPARISON

1. Required student information can be viewed in a unified format.
 - a. **Statute / Rule Reference:** 53F-4-207(3)(d)
 - b. **Evidence to Review:** Student profile view
 - c. **Rating:** 0 _____
 - d. **Notes:**

2. Student performance can be compared by gender.
 - a. **Statute / Rule Reference:** 53F-4-207(3)(e)(i)
 - b. **Evidence to Review:** Reporting tools
 - c. **Rating:** 0 _____
 - d. **Notes:**

3. Student performance can be compared by special education status and exceptionality.

a. **Statute / Rule Reference:** 53F-4-207(3)(e)(ii)

b. **Evidence to Review:** Reporting tools

c. **Rating:** 0 _____

d. **Notes:**

4. Student performance can be compared by English learner status.

a. **Statute / Rule Reference:** 53F-4-207(3)(e)(iii)

b. **Evidence to Review:** Reporting tools

c. **Rating:** 0 _____

d. **Notes:**

5. Student performance can be compared by economic status.

a. **Statute / Rule Reference:** 53F-4-207(3)(e)(iv)

b. **Evidence to Review:** Reporting tools

c. **Rating:** 0 _____

d. **Notes:**

6. Student performance can be compared by migrant status.

a. **Statute / Rule Reference:** 53F-4-207(3)(e)(v)

b. **Evidence to Review:** Reporting tools

c. **Rating:** 0 _____

d. **Notes:**

7. Student performance can be compared by ethnicity.

a. **Statute / Rule Reference:** 53F-4-207(3)(e)(vi)

b. **Evidence to Review:** Reporting tools

c. **Rating:** 0 _____

d. **Notes:**

8. Student performance can be compared by intervention response.

a. **Statute / Rule Reference:** 53F-4-207(3)(e)(vii)

b. **Evidence to Review:** Reporting tools

c. **Rating:** 0 _____

d. **Notes:**

9. Student performance can be compared by intervention enrollment date.

a. **Statute / Rule Reference:** 53F-4-207(3)(e)(viii)

b. **Evidence to Review:** Reporting tools

c. **Rating:** 0 _____

d. **Notes:**

10. Student performance can be compared by absence rate.

a. **Statute / Rule Reference:** 53F-4-207(3)(e)(ix)

b. **Evidence to Review:** Reporting tools

c. **Rating:** 0 _____

d. **Notes:**

11. Student performance can be compared by feeder school.

a. **Statute / Rule Reference:** 53F-4-207(3)(e)(x)

b. **Evidence to Review:** Reporting tools

c. **Rating:** 0 _____

d. **Notes:**

12. Student performance can be compared by school type.

a. **Statute / Rule Reference:** 53F-4-207(3)(e)(xi)

b. **Evidence to Review:** Reporting tools

c. **Rating:** 0

d. **Notes:**

13. Student performance can be compared by course failures.

a. **Statute / Rule Reference:** 53F-4-207(3)(e)(xii)

b. **Evidence to Review:** Reporting tools

c. **Rating:** 0

d. **Notes:**

14. Student performance can be compared by any additional state-required criteria.

a. **Statute / Rule Reference:** 53F-4-207(3)(e)(xiii)

b. **Evidence to Review:** Reporting tools

c. **Rating:** 0

d. **Notes:**

DATA INTEGRATION

1. Assessment data can be imported from local, state, national, or other sources in a timely manner.

- a. **Statute / Rule Reference:** 53F-4-207(3)(f)
- b. **Evidence to Review:** Data integration processes
- c. **Rating:** 0 _____
- d. **Notes:**

SECTION 2: EARLY IDENTIFICATION AND INTERVENTION

EARLY WARNING INDICATORS

1. Discipline indicators are included within the EWS.

a. **Statute / Rule Reference:** 53F-4-207(4)(a)(i)

b. **Evidence to Review:** Indicator configuration

c. **Rating:** 0 _____

d. **Notes:**

2. Attendance indicators are included within the EWS.

a. **Statute / Rule Reference:** 53F-4-207(4)(a)(ii)

b. **Evidence to Review:** Indicator configuration

c. **Rating:** 0 _____

d. **Notes:**

3. Behavior indicators are included within the EWS.

a. **Statute / Rule Reference:** 53F-4-207(4)(a)(iii)

b. **Evidence to Review:** Indicator configuration

c. **Rating:** 0 _____

d. **Notes:**

4. Course performance indicators are included within the EWS.

a. **Statute / Rule Reference:** 53F-4-207(4)(a)(iv)

b. **Evidence to Review:** Indicator configuration

c. **Rating:** 0

d. **Notes:**

5. Additional locally determined indicators can be incorporated.

a. **Statute / Rule Reference:** 53F-4-207(4)(a)(v)

b. **Evidence to Review:** Indicator configuration

c. **Rating:** 0

d. **Notes:**

6. Early warning indicators and assessment data can be reviewed together for individual students.

a. **Statute / Rule Reference:** 53F-4-207(4)(b)

b. **Evidence to Review:** Student profile view

c. **Rating:** 0

d. **Notes:**

TIERED SUPPORTS AND INTERVENTION TRACKING

1. Intervention data can be documented within the system.

- a. **Statute / Rule Reference:** 53F-4-207(4)(c)
- b. **Evidence to Review:** Student intervention records
- c. **Rating:** 0
- d. **Notes:**

2. Academic measures can be used to monitor intervention response.

- a. **Statute / Rule Reference:** 53F-4-207(4)(c)
- b. **Evidence to Review:** Progress monitoring records
- c. **Rating:** 0
- d. **Notes:**

3. Non-academic measures can be used to monitor intervention response.

- a. **Statute / Rule Reference:** 53F-4-207(4)(c)
- b. **Evidence to Review:** Progress monitoring records
- c. **Rating:** 0
- d. **Notes:**

4. Staff can share intervention information within the reporting environment.

a. **Statute / Rule Reference:** 53F-4-207(4)(d)

b. **Evidence to Review:** User permissions and records

c. **Rating:** 0 _____

d. **Notes:**

5. Staff can document comments regarding student support and interventions.

a. **Statute / Rule Reference:** 53F-4-207(4)(d)

b. **Evidence to Review:** Student records

c. **Rating:** 0 _____

d. **Notes:**

6. Intervention tiers can be used to filter individual student data.

a. **Statute / Rule Reference:** 53F-4-207(4)(h)

b. **Evidence to Review:** System functionality

c. **Rating:** 0 _____

d. **Notes:**

7. Intervention tiers can be used to filter aggregated reports.

a. **Statute / Rule Reference:** 53F-4-207(4)(h)

b. **Evidence to Review:** System functionality

c. **Rating:** 0 _____

d. **Notes:**

STUDENT IDENTIFICATION AND ALERTS

1. Students are automatically identified when established risk thresholds are met.

a. **Statute / Rule Reference:** 53F-4-207(4)(f)

b. **Evidence to Review:** Flagged student records

c. **Rating:** 0 _____

d. **Notes:**

2. Alerts can be configured based on academic performance indicators.

a. **Statute / Rule Reference:** 53F-4-207(4)(j)

b. **Evidence to Review:** Alert settings

c. **Rating:** 0 _____

d. **Notes:**

3. Alerts can be configured based on behavioral intervention data.

a. **Statute / Rule Reference:** 53F-4-207(4)(j)

b. **Evidence to Review:** Alert settings

c. **Rating:** 0

d. **Notes:**

4. The EWS supports growth reporting and predictive analytics that inform student support decisions.

a. **Statute / Rule Reference:** 53F-4-207(4)(g)

b. **Evidence to Review:** Reporting tools

c. **Rating:** 0

d. **Notes:**

SECTION 3: LEA IMPLEMENTATION AND FAMILY ENGAGEMENT

USE OF EWS DATA

1. Schools regularly review EWS data to identify students needing support.

a. **Statute / Rule Reference:** R277-627

b. **Evidence to Review:** Meeting agendas, protocols

c. **Rating:** 0 _____

d. **Notes:**

2. Student support teams use EWS information to guide intervention planning.

a. **Statute / Rule Reference:** R277-627

b. **Evidence to Review:** Team records

c. **Rating:** 0 _____

d. **Notes:**

3. Staff receive training on EWS implementation and use.

a. **Statute / Rule Reference:** R277-627

b. **Evidence to Review:** Training documentation

c. **Rating:** 0 _____

d. **Notes:**

FAMILY COMMUNICATION

1. The LEA can communicate academic plans and interventions to families.

a. **Statute / Rule Reference:** 53F-4-207(4)(i)

b. **Evidence to Review:** Communication templates

c. **Rating:** 0

d. **Notes:**

2. Communication regarding interventions is documented when appropriate.

a. **Statute / Rule Reference:** 53F-4-207(4)(i)

b. **Evidence to Review:** Communication records

c. **Rating:** 0

d. **Notes:**

SECTION 4: PRIVACY, TRANSPARENCY, AND PARENT RIGHTS

STUDENT PRIVACY

1. Student data practices align with Utah student privacy requirements.

- a. **Statute / Rule Reference:** 53F-4-207(6)
- b. **Evidence to Review:** Policies and agreements
- c. **Rating:** 0 _____
- d. **Notes:**

2. Student data practices align with FERPA requirements.

- a. **Statute / Rule Reference:** 53F-4-207(6)
- b. **Evidence to Review:** FERPA procedures
- c. **Rating:** 0 _____
- d. **Notes:**

3. Required consent procedures are implemented.

- a. **Statute / Rule Reference:** 53F-4-207(6)
- b. **Evidence to Review:** Consent documentation
- c. **Rating:** 0 _____
- d. **Notes:**

PARENT RIGHTS AND NOTIFICATION

1. Parents are provided opportunities to opt students out of applicable surveys.

a. **Statute / Rule Reference:** 53F-4-207(7)(a)

b. **Evidence to Review:** Parent notices

c. **Rating:** 0 _____

d. **Notes:**

2. Parents receive required notice regarding survey administration.

a. **Statute / Rule Reference:** 53F-4-207(7)(b)

b. **Evidence to Review:** Parent communications

c. **Rating:** 0 _____

d. **Notes:**

3. Parents receive information regarding the non-academic nature of surveys when applicable.

a. **Statute / Rule Reference:** 53F-4-207(7)(b)

b. **Evidence to Review:** Parent communications

c. **Rating:** 0 _____

d. **Notes:**

4. Parents are informed where survey materials may be accessed.

a. **Statute / Rule Reference:** 53F-4-207(7)(b)

b. **Evidence to Review:** Parent communications

c. **Rating:** 0 _____

d. **Notes:**

5. Parents are informed of survey opt-out opportunities.

a. **Statute / Rule Reference:** 53F-4-207(7)(b)

b. **Evidence to Review:** Parent communications

c. **Rating:** 0 _____

d. **Notes:**

6. Parents receive annual notice regarding how student data is used to support instruction and intervention.

a. **Statute / Rule Reference:** 53F-4-207(7)(c)

b. **Evidence to Review:** Annual notifications

c. **Rating:** 0 _____

d. **Notes:**

COMPLIANCE REVIEW

Any item rated 0 (Not in Place/ Capability May Not Exist) or 1 (Capability Exists, but Not Yet Operationalized) should be reviewed to determine whether additional action is needed to ensure alignment with Utah Code 53F-4-207 and Rule R277-627.

For any items not currently meeting technical requirements, communicate with EWS vendor to identify whether expanded capabilities are possible.

If required capabilities are not possible, consider alternative EWS digital platforms, such as the state-approved Early Warning System provider under Utah Code Section 53F-4-207, Panorama Education. LEAs that choose to utilize this contract may do so at a discounted rate. To learn more about the state-approved Early Warning System contract:

- [Panorama Education, The Early Warning System to Support Students in Utah](#)
- [USB E Early Warning System Website](#)

COMPLIANCE REVIEW SUMMARY

Areas of Strength

1.	
2.	
3.	

Priority Improvement Areas

1.	
2.	

RECOMMENDED ACTIONS FOR THE NEXT 90 DAYS

1.

2.

3.

Compliance
Review Date: _____

Completed By: _____

LEA: _____

Role: _____