

Hi Team,

Our next Aperture Rating Window opens on **[[insert date]]**. This data is key for our ability to **[[insert an SEL priority or goal from your District Strategic Plan, School Improvement Plan, or Aperture Success Plan]]**. In the previous rating window, we accomplished a rating completion of **[[X%]]** for teacher ratings and **[[X%]]** for student ratings. Let's keep up that momentum and strive to **[[increase our completion by 5%/maintain that outcome]]** to ensure we have reliable and actionable data for our students. **[[Offering an incentive for increasing rating completion? Share the details here]]**

Rating Window Details

- The rating window will open on **[[insert date]]** and ratings should be completed by **[[enter desired deadline]]**
- Teacher ratings will be completed in **[[Include any details about any opportunities that will be provided to complete ratings, such as in an upcoming PLC or staff meeting]]**
- Student ratings will be completed in **[[Include any details about when student ratings should be completed, such as in advisory period on a certain day]]**

Making the most of our data

Here's how we'll use our data:

- **[[insert dates/meetings where data will be reviewed]]** by **[[insert roles/groups that will participate in the data review]]** to **[[insert information about how data will be used, such as measuring growth, creating small groups, informing tiered supports, resource prioritization, identifying PD needs, continuous improvement of SEL programming, etc.]]**
- **[[repeat the bullet above as needed]]**

Action Items

If this is your first Aperture rating window:

Please complete your self-paced course in the Aperture Academy before ratings begin. [This video](#) demonstrates how to access the Self-Paced Courses.

- For roles supporting/completing teacher DESSA ratings: Complete Section 1 of the Aperture Essentials Course for your role (Site Leader or Educator). This course takes ~30 minutes.
- For roles supporting the Student Self-Report: Complete Introduction to the Aperture System: MSE/HSE SSR. This course takes ~30 minutes.

Set yourself up for success by reviewing and bookmarking the resources below

The Support Portal (accessed through the question mark icon in the upper right corner of your Aperture System) and the On Demand library (accessed through the Aperture Academy) are also available to you, 24/7.

DESSA Rating Resources

- [DESSA Quick Start Guide](#)
- [Refresher on how to complete ratings](#)

Student Self-Report Rating Resources

- [High School SSR Quick Start Guide](#) (includes Student Portal log-in instructions)

- [Middle School SSR Quick Start Guide \(includes Student Portal log-in instructions\)](#)
- [Getting Started with SSR Student-Facing Resources](#)

Please do not hesitate to reach out if you have any questions. I'm looking forward to seeing our progress!