



Dr. John D. Barge, State School Superintendent

March 19, 2013

MEMORANDUM

TO: System Test Coordinators
System Curriculum Coordinators

FROM: Melodee Davis, Ph.D.
Director, Assessment Research and Development

SUBJECT: Nomination of Educators for Formative Assessment Pilot Data Review

The Georgia Department of Education (GaDOE) is seeking recommendations for highly qualified educators to participate in the upcoming Formative Assessment Pilot Data Review Workshop. This meeting is scheduled for **June 19 – June 21, 2013**. The sessions will be held from **8:00 a.m. to 4:30 p.m.**, at a hotel in the Atlanta area. Participants should be able to attend all three (3) days of the event.

The purpose of the Data Review is to have:

- Participants review the performance data for items field-tested during the Winter 2013 Formative Assessment Item Pilot. The formative assessment items include both multiple-choice items with distractor strategies and open-ended items with scoring rubrics and student exemplars.
- Participants review these items for content, bias, sensitivity, depth of knowledge, and alignment to Common Core Georgia Performance Standards (CCGPS). Items may be approved, edited, or rejected. Approved items will comprise a formative item bank and will be available for instructional classroom use in the fall.

Teachers will be grouped by subject and grade bands (3-4, 5-6, 7-8, and high school). We are looking for qualified teachers in the following areas:

Content Area	Grade/Course	Dates
English Language Arts	Grade 3 - HS	June 19 - 21, 2013
Mathematics	Grades 3 – 8, Coordinate Algebra, Analytic Geometry, Advanced Algebra	June 19 - 21, 2013

To ensure that an adequate representation of educators from around Georgia is selected, System Test Coordinators and/or System Curriculum Coordinators should submit the names of qualified teachers in English Language Arts,

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including Reading, and Mathematics. We are also seeking highly qualified educators in ESOL and special education. **You may submit up to 7 nominations per system.** Please consider educators from your system who:

- 1) Demonstrate depth of knowledge in their content area;
- 2) Demonstrate instructional expertise;
- 3) Increase student achievement through the use of proven research-based practices;
- 4) Participate in ongoing professional learning including CCGPS training;
- 5) Provide leadership among their colleagues;
- 6) Represent the ethnic and regional diversity of your system;
- 7) Teach diverse and/or exceptional student populations, including vision and hearing impaired students;
- 8) Receive recognition for their contributions to teaching and learning;
- 9) Bring a fresh perspective to instructional formative assessment practices.

To ensure a balanced, representative committee, not all nominees will be selected. Systems are encouraged to nominate first time participants. All nominees should be approved by a school administrator and the system testing director.

Participants are assigned to groups based on the information submitted in the nomination form including teaching position and experience, reported demographics, and review group preferences.

Please submit nominations from March 19 through April 26, 2013. It is imperative that participants selected for these sessions be committed to attending the data review workshop for the entire time. Due to the overwhelming response to these events, **nomination does not guarantee participation.** Only those who receive a final confirmation letter may attend the workshop.

Participants will be notified the week of **May 13, 2013** if they are selected to participate in this event. Once selected, participants will be contacted with hotel registration information. Nominees not selected to participate will also be notified once the participant list is finalized. Until such time, they are alternates for participation.

NOMINATION PROCESS

1. To nominate educators, go to the online registration site CVENT by following the link below:
[Georgia Formative Assessment Nomination Link.](#)

Fill out one online nomination form for each nominee. All nominations must be received through this online system no later than **Friday, April 26, 2013.**

2. Nomination information will be submitted by Pearson to the Georgia Department of Education. Approved nominees will receive an invitation to the data review, and will be required to send a response. Only those who receive a final confirmation letter may attend the data review. Nominees not selected to participate will be notified, as well.

Reimbursements for substitute teachers or honoraria for participants, mileage at the rate of \$0.565 per mile, for accommodations, and per diem expenses will be provided for qualifying participants. Breakfast and lunch will be provided to participants. The dinner reimbursement cost is capped at \$20.00. For questions about the nomination process, reimbursements, or hotel accommodations, please contact Nancy Milder at Pearson by e-mail at nancy.milder@pearson.com or by phone at 1-888-705-9414 extension 216476.

If you have any questions regarding nominations or the meetings, please contact Dr. Dawn Souter at dsouter@doe.k12.ga.us or (404) 463-6667.

Nominations for the Formative Assessment Pilot Data Review

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Thank you for your help with this important step in the development of these formative assessment items that will be made available as an instructional resource for Georgia teachers in the fall.

cc: System Superintendents
Dr. John D. Barge, State School Superintendent
Dr. Mike Buck, Chief Academic Officer
Martha Reichrath, Ph.D., Deputy Superintendent for Curriculum, Instruction, and Assessment
Melissa Fincher, Associate Superintendent of Assessment and Accountability