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*Richard Woods, Georgia's School Superintendent*  
*"Educating Georgia's Future"*

**July 22, 2016**

**MEMORANDUM**

**TO:** System Test Coordinators  
Special Education Coordinators

**FROM:** Tony Eitel  
Director for Assessment Administration

**SUBJECT:** Georgia Alternate Assessment (GAA) Fall 2016 Training

In preparation for the 2016-2017 administration of the GAA, the Georgia Department of Education (GaDOE) will be conducting pre-assessment training online in August 2016. The purpose of these webinars is to provide information to guide the appropriate system-level and school-level staff in the development of portfolios that showcase the achievement and progress of students with significant cognitive disabilities. Representatives from the GaDOE and Questar Assessment, Inc. will be presenting the sessions. The specific dates/times and links to access both the live broadcasts and recorded sessions are listed on the following pages.

A variety of topics will be addressed during five broadcasts held on four dates. The duration of the sessions varies; each will allow time for questions and answers. The topics selected were identified based upon an analysis of 2015-2016 GAA results and feedback from school and system personnel. We will also address important administrative and curriculum access topics. The last session will be devoted to questions from the online audience. Please refer to the following pages for a list of topics to be addressed along with date/time information and the links to use in pre-registering for the sessions.

A target audience is defined for each session based upon the topics. However, System Test Coordinators are expected to collaborate with their Special Education Coordinator to determine the appropriate attendees for your district. The fact that each session will be available through both a live delivery and a recording (that can be viewed at any time) will allow systems to schedule the viewing of each session as local schedules may require.

Thank you in advance for arranging to attend these important webinars. Should you have any questions regarding this training, please do not hesitate to contact Deborah Houston via email [dhouston@doe.k12.ga.us](mailto:dhouston@doe.k12.ga.us) or phone (404) 657-0251 or toll-free at (800) 634-4106.

cc: System Superintendents  
Richard Woods, State School Superintendent  
Matt Jones, Chief of Staff  
Melissa Fincher, Ph.D., Deputy Superintendent for Assessment and Accountability  
Deborah Gay, Director for Special Education Supports and Services  
Deborah Houston, Assessment Specialist

## GAA 2016-17 Training Plan and Schedule

Pre-Assessment Training			
Dates	Sessions and Times	Topics	Target Audiences
Wednesday, 8/17/16	Session 1 1:00-3:00 pm ET	The Basics of the GAA <ul style="list-style-type: none"> <li>• Overview</li> <li>• Portfolio Components</li> <li>• Types of Evidence and Permanent Products</li> <li>• Alignment</li> <li>• Documentation and Organization</li> </ul>	<ul style="list-style-type: none"> <li>• All personnel new to the GAA or those seeking a refresher on the basics</li> </ul>
Thursday, 8/18/16	Session 2 1:00-2:15 pm ET	Looking ahead to the 2016-17 Administration <ul style="list-style-type: none"> <li>• General Administration Information</li> <li>• Lessons Learned from the 2015-16 Administration</li> <li>• Ethics and Test Security</li> <li>• Portfolio/Peer Review</li> <li>• Introduction of Sample Tasks Resource Guide (preview)</li> </ul>	<ul style="list-style-type: none"> <li>• All teachers who will administer the GAA</li> <li>• Peer Reviewers and Designated Trainers</li> <li>• System Test Coordinators</li> <li>• System Special Education Coordinators</li> </ul>
	Session 3 2:30-4:00 pm ET	Overview of High School Mathematics in 2016-17 <ul style="list-style-type: none"> <li>• Overview of the content standards</li> <li>• Curriculum Access for High School Students in Mathematics</li> </ul>	<ul style="list-style-type: none"> <li>• All High School GAA teachers</li> </ul>
Wednesday, 8/24/16	Session 4 1:00-3:00 pm ET	Alignment <ul style="list-style-type: none"> <li>• Unpacking the Standards</li> <li>• Selecting the Target Skill for Assessment</li> <li>• Prerequisite Skills</li> <li>• Designing Tasks</li> <li>• Characteristics of Science</li> <li>• Introduction of Sample Tasks Resource Guide (preview)</li> </ul>	<ul style="list-style-type: none"> <li>• All teachers who will administer the GAA</li> <li>• Peer Reviewers and Designated Trainers</li> <li>• System Test Coordinators</li> <li>• System Special Education Coordinators</li> </ul>
Thursday, 8/25/16	Session 5 1:00-2:15 pm ET	Question & Answers Session <ul style="list-style-type: none"> <li>• Covering items from Sessions 1 - 4</li> </ul>	<ul style="list-style-type: none"> <li>• Any attendees to sessions 1-4</li> </ul>

**Please note:** Although target audiences have been recommended, all sessions are offered for all personnel to attend.

## GAA 2016-2017 Pre-Administration Training Session Links

Wednesday, August 17 <sup>th</sup>	<b>Session 1</b> 1:00-3:00 pm ET "The Basics"	<b>Live Session:</b> <a href="https://attendee.gotowebinar.com/register/7408980314824217091">https://attendee.gotowebinar.com/register/7408980314824217091</a>
Thursday, August 18 <sup>th</sup>	<b>Session 2</b> 1:00-2:15 pm ET "Looking Ahead"	<b>Live Session:</b> <a href="https://attendee.gotowebinar.com/register/5401677802296208643">https://attendee.gotowebinar.com/register/5401677802296208643</a>
	<b>Session 3</b> 2:30-4:00 pm ET "High School Mathematics"	<b>Live Session:</b> <a href="https://attendee.gotowebinar.com/register/5000297784041754883">https://attendee.gotowebinar.com/register/5000297784041754883</a>
Wednesday, August 24 <sup>th</sup>	<b>Session 4</b> 1:00-3:00 pm ET "Alignment"	<b>Live Session:</b> <a href="https://attendee.gotowebinar.com/register/5440112330756839939">https://attendee.gotowebinar.com/register/5440112330756839939</a>
Thursday, August 25 <sup>th</sup>	<b>Session 5</b> 1:00-2:15 pm ET "Q&A"	<b>Live Session:</b> <a href="https://attendee.gotowebinar.com/register/5877040659449018627">https://attendee.gotowebinar.com/register/5877040659449018627</a>