



Dr. John D. Barge, State School Superintendent

August 20, 2013

MEMORANDUM

TO: System Test Coordinators
System Curriculum Coordinators

FROM: Tony Eitel
Director, Assessment Administration

SUBJECT: End-of-Course Tests (EOCT) Nominations of Educators for Content Review

The Georgia Department of Education (GaDOE) is seeking recommendations for highly qualified educators to participate in the upcoming Georgia End-of-Course Tests (EOCT) Content Review Workshop. This meeting is scheduled for **October 15th – 17th, 2013**. The sessions will be held from 8:30 a.m. to 4:00 p.m., at a hotel in the Atlanta area. The sessions will consist of reviewing new items that will be field tested on future EOCTs. This is a vitally important process to ensure the validity and reliability of Georgia's End-Of-Course Tests. We need your best educators.

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 **Ninth Grade Literature and Composition, American Literature and Composition, Coordinate Algebra and Analytic Geometry.**

We are also seeking highly qualified educators in special education and ESOL. **You may submit up to three 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 the EOCT development process

"Making Education Work for All Georgians"

To ensure a balanced, representative committee, not all nominees will be selected. Those nominees not selected for the meeting will be included in a pool from which the Assessment Administration Division staff may select individuals for participation in other future events related to the EOCT. Systems are encouraged to nominate first time participants. **All nominees must be approved by a School Administrator and the System Testing Coordinator.**

Please submit nominations between August 26 – September 6, 2013. To nominate teachers, go to the on-line registration site, CVENT, by following this link:

<http://www.cvent.com/d/p4q7tb>

Participants will be notified the week of September 9th, 2013 if they are selected to participate in this event. Once selected, participants will be contacted with hotel and registration information. Nominees not selected to participate will also be notified once the participation list is finalized. Until such time, they are alternates for participation.

Reimbursements for substitute teachers (where appropriate), mileage at the rate stipulated by state travel regulations, accommodations, and per diem expenses will be provided for qualifying participants. Breakfast and lunch will be provided to participants. Dinner reimbursement will be provided in keeping with state travel regulations.

Thank you for your help with this important part of the EOCT program.

If you have any questions regarding nominations or the meetings, please contact Mary Nesbit-McBride at mnesbit@doe.k12.ga.us or (404) 232-1207.

If you have questions regarding the use of the registration site, CVENT, please contact Robin Jindrich-Cecil at robin.jindrich-cecil@pearson.com or (800) 627-7990 ext 216973.

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, Ph.D., Associate Superintendent of Assessment and Accountability
GNETS Testing Coordinators
RESA Directors