



Dr. John D. Barge, State School Superintendent

**October 8, 2013**

**MEMORANDUM**

**TO:** System Test Coordinators  
System Curriculum Coordinators

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

**SUBJECT:** Nominations of Educators for the End-of-Course Tests (EOCT)  
Analytic Geometry Standard Setting

The Georgia Department of Education (GaDOE) is seeking nominations for educators to participate in an upcoming Georgia EOCT Standard Setting. This meeting is scheduled for **Tuesday, December 17 – Wednesday, December 18, 2013**, 8:30 a.m. to 4:30 p.m., at a hotel in the Atlanta area. This is a vitally important process for the EOCT program.

This two-day event will be conducted to determine performance standards in Analytic Geometry. We are soliciting nominations from school districts for teachers (including special education and ESOL teachers) to participate in this event.

To ensure that an adequate representation of educators from around Georgia is selected, System Test Coordinators and/or System Curriculum Coordinators should submit the name of one qualified teacher with experience in teaching advanced level Mathematics courses. A minimum of 15 to 20 educators will be required. You may submit **one** nomination per district.

In an effort to recruit a balanced, representative committee, not all nominees will be selected. Those nominees not selected for this event will be included in a pool from which Assessment Division staff may select individuals for participation in future events related to the EOCT. Participants **must** be committed to participate in both days of the event. **All nominees must be approved by a School Administrator and the System Test Coordinator.**

To nominate teachers, enter the on-line registration site which will be available beginning October 14<sup>th</sup>: **[Nomination: Georgia EOCT Standard Setting](#)**. **Please submit nominations no later than October 25<sup>th</sup>.**

**Nominations of Teachers for EOCT Analytic Geometry Standard Setting**

**October 8, 2013**

**Page 2**

Participants will be notified the week of November 4th, 2013, if they are selected. Once selected, participants will be contacted with hotel registration information. Nominees not selected to participate will also be notified at this time.

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.

If you have any questions regarding nominations or the meeting, please contact Mary Nesbit-McBride, Assessment Specialist at [mmcbride@doe.k12.ga.us](mailto:mmcbride@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](mailto:robin.jindrich-cecil@pearson.com) or (888) 705-9414 ext 216973.

Thank you for your assistance.

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 for Assessment and Accountability  
GNETS Testing Coordinators  
RESA Directors

*"Making Education Work for All Georgians"*

1554 Twin Towers East 205 Jesse Hill Jr. Drive. Atlanta, GA 30334. [www.gadoe.org](http://www.gadoe.org)  
An Equal Opportunity Employer