

March 26, 2010

MEMORANDUM

TO: System Test Coordinators
System Curriculum Coordinators

FROM: John Wight
Director of Assessment Administration

SUBJECT: Nomination of Educators for CRCT Item & Data Review

The Georgia Department of Education (GaDOE) is seeking recommendations for highly qualified educators to participate in the upcoming Georgia Criterion-Referenced Competency Tests (CRCT) Item and Data Review Workshop. This meeting is scheduled for **July 12 – 16, 2010**. The sessions will be held from **8:30 a.m. to 4:30 p.m.**, at a hotel in the Atlanta area. The Item Review includes two major tasks:

1. Participants will review items for content, bias, sensitivity, depth of knowledge, and alignment to Georgia Performance Standards (GPS). Items may be approved, rejected or edited. Approved items may be field tested during the Spring 2011 CRCT administration.
2. Participants will review the performance data for items field-tested during the Spring 2010 CRCT administration. Items may be approved, rejected or edited. Edited items will be field-tested again. Approved items may be used as operational items in future administrations.

The actual dates will vary by content area and grade level. Please refer to the chart below.

Content Area	Grade	Dates
Reading/ELA	3 - 8	July 12 – 16
Mathematics	3, 4, 6, 7	July 12 – 15
	5 & 8	July 12 – 16
Science	3 – 8	July 12 – 14
Social Studies	3 – 8	July 12 – 15
Reading, ELA, Math Data Review Only	1- 2	July 13

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 ELA/Reading, Mathematics, Science, and Social Studies. We are also seeking highly qualified educators in special education. You may submit up to 3 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 GPS 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 CRCT development process.

Nominations of Educators for CRCT Item and Data Review

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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 March 26 – April 20, 2010. It is imperative that participants selected for these sessions be committed to attending 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 10, 2010 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. Go to www.CTB.com/GaCRCT and click on the “CRCT Item Review” link. A PDF file will be posted to view the form before you begin. Fill out one online nomination form for each nominee. All nominations must be received through this online system no later than **Tuesday, April 20, 2010**.
2. An e-mail confirming receipt of the nomination form will be sent to the nominee at the e-mail addresses provided. This notice only confirms that the nomination was received, and does not guarantee participation in this event.
3. Nomination information will be submitted by CTB/McGraw-Hill to the Georgia Department of Education. Approved nominees will receive an invitation to the workshop, and will be required to send a response. Only those who receive a final confirmation letter may attend the workshop. Nominees not selected to participate will be notified, as well.

For questions about the nomination process, reimbursements, or hotel accommodations, please contact Nadia Greer at CTB McGraw-Hill by e-mail at nadia_greer@ctb.com or by phone at 1-800-538-9547 extension 7049.

If you have any questions regarding nominations or the meetings, please contact Joe Blessing at jblessin@doe.k12.ga.us or (404) 656-2589.

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

cc: System Superintendents
Mrs. Kathy Cox, State Superintendent of Schools
Martha Reichrath, Ph.D., Deputy Superintendent for Standards, Instruction, and Assessment
Melissa Fincher, Associate Superintendent of Assessment and Accountability
GNET Testing Coordinators
RESA Directors