

March 26, 2010

MEMORANDUM

TO: System Test Coordinators
System Curriculum Coordinators

FROM: John Wight
Director of Assessment Administration

SUBJECT: Nominations of Educators for Georgia High School Graduation Tests (GHSGT) Data Review

The Georgia Department of Education (GaDOE) is seeking recommendations for highly-qualified educators to participate in the upcoming GHSGT Data Review event. This meeting is scheduled for Tuesday – Thursday, **July 13 – July 15, 2010**. The sessions will be held from 8:30 a.m. to 4:00 p.m., at a hotel in the Atlanta area. Participants will be required to attend all 3 days of the event. The sessions will consist of reviewing data from items that have been field tested for possible inclusion on future GHSGT assessments. This is a vitally important process to ensure the validity and reliability of Georgia’s graduation 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 English Language Arts, Math, Science, and Social Studies. We are also seeking highly qualified educators in special education and ESOL. 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 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 GHSGT development process.

To ensure a balanced, representative committee, not all nominees will be selected. Those nominees not selected for the July meeting will be included in a pool from which the Assessment Division staff may select individuals for participation in future events related to the GHSGT. Systems are encouraged to nominate first time participants. All nominees

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should be approved by a school administrator and the System Testing Coordinator before registering for the workshop.

Please submit nominations between March 26 – April 20, 2010. To nominate educators, go to the online registration site, CVENT, by following the link,

[Georgia GHSGT Nominations; Data Review, July 2010](#)

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.

Reimbursements for substitute teachers (where appropriate), mileage at the rate of \$.50 per mile, 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.

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

If you have any questions regarding nominations or the meeting, please contact Dr. Kay Ellen Rutledge at krutledg@doe.k12.ga.us or (404) 463-5047.

If you have questions regarding the use of the registration site, CVENT, please contact Teri Hamilton-Garrett at teri.hamilton-garrett@pearson.com or (888) 705-9414 ext 216476.

cc: System Superintendents
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
GNETS Testing Directors
RESA Directors