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September 6, 2004

MEMORANDUM

TO: System Test Coordinators

FROM: Ida H. Love, Ph. D.
Deputy Superintendent
Curriculum and Instruction

Sharron Hunt, Ph. D.
Director of Testing
Testing Division

SUBJECT: Nominations of Teachers for the Georgia End-of-Course Tests (EOCT) Item Review for Science and Language Arts – October 18-22, 2004

The Department of Education (DOE) is seeking recommendations for participants in the upcoming EOCT Item Review for ELA and Science. These sessions are scheduled for October 19-21 for English/Language Arts and October 19-22 for Science. Both meetings will be from 8:30 a.m. to 4:30 p.m., at the Crowne Plaza Powers Ferry, 6345 Powers Ferry Road, NW, Atlanta, GA 30339 (Tel: 1-770-955-1700). Additional information will be provided to selected participants.

Item development for the EOCT is continuous. Test items that have been developed and written to align with the Georgia Performance Standards. The next steps in the process are to review these items. Revision of the Content Descriptors will also be a part of these sessions.

ELA/Science Sessions will consist of:

- Content specifications review training
- Review of content of test
- Item/Test Specifications Training
- Review test questions

To ensure that an adequate representation of educators from around Georgia is selected, System Test Coordinators should use the attached nomination form to submit the names of qualified teachers for consideration for one of these committees. To meet committee needs, please submit 1 or 2 nominations per system. Please submit names of teachers from your system who 1) are experienced in teaching the subject area in high school, 2) represent diverse ethnic groups,

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3) teach classes with high minority representation or very diverse student populations, 4) work well in a collaborative group, and 5) would benefit from the EOCT experience. Depending upon the response to nominations, we may not be able to select all recommended teachers. If not selected for these sessions, names will be banked for use for future committees. **Please complete and submit one form for each person recommended.**

Pearson Educational Measurement will provide, to qualifying participants, reimbursement for mileage at the state rate of \$.28 per mile, accommodations, and per diem expenses. Reimbursement for participants will be at the rates authorized by the DOE and in accordance with the State of Georgia Travel Regulations. The maximum per diem reimbursement is \$28.00 per day (breakfast - \$6.00; lunch - \$7.00; dinner - \$15.00). Honoraria for educators participating in sessions and not under contract will be paid at the rate of \$75.00 per day. Educators under contract may not be paid honoraria.

Thank you for your help with this important part of the End-of Course Tests program.

IHL/lsc

cc: Superintendents
Pearson Educational Measurement