

**ACTION SUMMARY SHEET  
STATE BOARD OF EDUCATION**

**DATE:** August 6, 2012

**ISSUE:** Approval of Agenda

**BACKGROUND:**

**SUGGESTED MOTION/RECOMMENDATION:**

To approve the Agenda for the August 6, 2012 State Board of Education Teleconference Meeting

**SUPPORTING INFORMATION ATTACHED:**

- Agenda

**PREPARED BY:** *Chelsie Bailey*  
Chelsie Bailey, Executive Assistant

**APPROVED BY:** \_\_\_\_\_  
John Masters  
State Board of Education Liaison

**ACTION TAKEN BY STATE BOARD:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**COMMENTS:**

# State Board of Education

## Teleconference

August 6, 2012 at 3:00 p.m. – 4:00 p.m.

1. Call to Order- Joe Reichardt *Roll Call	Action	3:00 p.m.
2. Approval of Agenda- Joe Reichardt	Action- Tab A	
3. Approval of Minutes- Joe Reichardt *July 16, 2012	Action- Tab B	
4. State Board of Education Coordinator Report- Paige Fenton-Hughes	Information- Tab C	3:05 p.m.
5. Michael Beck and Alpine Testing Solutions Contracts- Paige Fenton- Hughes	Action	3:15 p.m.
6. Direction on MOU Regarding Colorado Growth Model- Drew Dilly	Action - Tab D	3:25 p.m.
7. Completion of the ETS Contract- John Masters & Paul Williams a) Removal of 11 <sup>th</sup> Grade Paws b) Removal of 11 <sup>th</sup> Grade SAWS c) Changes needed for EA65	Action - Tab E	3:30 p.m.
8. ACT contract and Compass Online Delivery- John Masters & Paul Williams	Action- Tab F	3:40 p.m.
9. Chapter 31 Rules- Julie Magee & John Masters	Information	3:45 p.m.
10. Letter from the U.S. Department of Education- John Masters & Paul Williams	Information - Tab G	3:50 p.m.
11. P-16 SBE Representative- Joe Reichardt	Information	3:55 p.m.
12. ADJOURNMENT		4:00 p.m.

**ACTION SUMMARY SHEET  
STATE BOARD OF EDUCATION**

**DATE:** August 6, 2012

**ISSUE:** Approval of Minutes

**BACKGROUND:**

**SUGGESTED MOTION/RECOMMENDATION:**

To approve the minutes from the July 16, 2012 State Board of Education meeting.

**SUPPORTING INFORMATION ATTACHED:**

- Minutes of July 16, 2012

**PREPARED BY:** *Chelsie Bailey*  
Chelsie Bailey, Executive Assistant

**APPROVED BY:** \_\_\_\_\_  
John Masters  
State Board of Education Liaison

**ACTION TAKEN BY STATE BOARD:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**COMMENTS:**

WYOMING STATE BOARD OF EDUCATION  
July 16, 2012  
Teleconference

Wyoming State Board of Education members present: Ron Micheli, Joe Reichardt, Scotty Ratliff, Kathy Coon, Cindy Hill, Sue Belish, Pete Gosar, Belenda Willson, Walt Wilcox, Dana Mann-Tavegia and Hugh Hageman

Wyoming State Board of Education members absent: Matt Garland

Also present: Chelsie Bailey, WDE; Kevin Lewis, WDE; Christine Steele, WDE; Sheryl Lain, WDE; Sam Shumway, WDE; Fred Hansen, WDE; Elaine Marces, WDE; Mary Kay Hill, Governor's Office; Paige Fenton-Hughes, SBE; and Mackenzie Williams, Attorney General's Office (AG)

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#### CALL TO ORDER

Chairman Joe Reichardt called the meeting to order at 3:02 p.m.

Chelsie Bailey conducted roll call and established that a quorum was present.

#### APPROVAL OF AGENDA

Dana Mann-Tavegia moved to approve the agenda, seconded by Pete Gosar; the motion carried.

Cindy Hill moved to amend the agenda, to move item number five before item number four. Joe Reichardt seconded; the motion carried.

#### APPROVAL OF MINUTES

Minutes from the June 12, 2012, State Board of Education meeting was presented for approval.

Scotty Ratliff moved that the minutes be approved; seconded by Dana Mann-Tavegia; the motion carried.

#### MOU WITH THE UNIVERSITY OF WYOMING

Kevin Lewis from the Wyoming Department of Education (WDE) presented the Board with the potential Memorandum of Understanding between the Department of Education

and the University of Wyoming. This MOU would be funded by monies that previously funded the Body of Evidence (BoE) requirements. The current amount for BoE\$400,000; the presented MOU is for \$316,800. The sum of the contract was determined through negotiations between the University and the Department of Education. The MOU has been discussed with both the Dean of the University of Wyoming and the Governor's office. Kevin Lewis states the purpose of the agreement is to look at strengthening district assessment systems and bringing districts together around strong assessments; part of this work is required by Enrolled Act 65. Kevin Lewis informed the Board that the term of the contract would be for two years, which was necessary to allow the Board to have guidance and direction on district assessment formats.

Scotty Ratliff requested to be notified of the progress and milestones reached within the MOU. John Masters will present this information quarterly to the Board. Joe Reichardt requested that the Department Liaison for the Board communicate with the State Board of Education Coordinator weekly on that progress.

#### POSSIBLE CONTRACTS FOR EA65

Paige Fenton Hughes, the State Board of Education Coordinator, presented the Board with two possible contracts with Alpine Testing Solutions and Dr. Michael D. Beck for the Board to comply with Enrolled Act 65. The contract with Dr. Michael Beck would be in the amount of \$35,850 and he would facilitate the Professional Judgment Panel for the Board. The proposed amount for the Alpine Testing Solutions contract is for \$48,400 and the contractor would assist with the End of Course assessments. Paige Fenton-Hughes notified that Board that there is money in the State Board of Education budget to fund these contracts if the WDE and SBE cannot agree on the funding stream.

Dana Mann-Tavegia moved the State Board of Education request the Wyoming Department of Education to execute a contract with Dr. Michael D. Beck to act as a consultant in leading the Professional Judgment Panel work in determining school performance levels. Seconded by Kathy Coon; the motion carried.

Sue Belish moved the State Board of Education request the Wyoming Department of Education to execute a contract with Alpine Testing Solutions Inc. to lead a study in end of course assessments as described in the Wyoming Accountability in Education act, EA65. Seconded by Dana Mann-Tavegia; the motion carried.

#### CHAPTER 18 REVISIONS

Elaine Marces from the WDE requested the State Board refer to correspondence dated May 17, 2012, regarding the Board allow the WDE to revise Chapter 18 Rules and Regulation for Private non-religious schools. Additionally, Elaine Marces requested the

Board provide guidance and/or recommendations relative to the information the Board would like included in the private non-religious K-12 school annual reporting.

Sue Belish moved that the State Board of Education recommend annual reporting requirements and direct the Wyoming Department of Education to begin the formal rule promulgation process for permanent Chapter 18 Rules & Regulations Governing Private Non-Religious Elementary and Secondary Schools. Seconded by Kathy Coon; the motion carried.

The State Board of Education adjourned at 4:22 p.m.

The next Board meeting is scheduled for a teleconference on August 6, 2012.



# WYOMING

## State Board of Education

Hathaway Building, 2nd Floor  
2300 Capitol Avenue  
Cheyenne, Wyoming 82002-0050  
(307) 777-6213 • (307) 777-6234 FAX

GERALD REICHARDT  
*Chair, Wheatland*

RON MICHELI  
*Vice Chair, Fort Bridger*

PETE GOSAR  
*Treasurer, Laramie*

MATT GARLAND  
*Gillette*

SUE BELISH  
*Ranchester*

KATHY COON  
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DANA MANN-TAVEGIA  
*Osage*

HUGH HAGEMAN  
*Fort Laramie*

SCOTTY RATLIFF  
*Riverton*

WALT WILCOX  
*Casper*

BELENDIA WILSON  
*Thermopolis*

CINDY HILL  
*State Superintendent*

JOHN MASTERS  
*Board Liaison*

CHELSIE BAILEY  
*Executive Assistant*

### MEMORANDUM

TO: State Board of Education

FROM: Paige Fenton Hughes, Coordinator

DATE: August 1, 2012

SUBJECT: August 6 teleconference information

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The contracts the SBE approved on July 16, 2012 for the two consultants who will support our accountability work were, on July 20, 2012, entered into the system to allow review by the AG's office. Those contracts were returned to the WDE on July 30, 2012. I will update you about where exactly each is in the process during our meeting.

SBE Treasurer, Pete Gosar, along with the supervisory committee members, submitted a memo to John Masters asking for clarification about the funding for those consultant contracts. Fred Hanson responded that the \$250,000 appropriated in Section 7 (d) of the Wyoming Accountability in Education Act had already been allocated to other purposes by the WDE. The committee then directed me to seek guidance from the Select Committee about alternative funding sources for those two contracts and the expenses associated with convening the Professional Judgment Panel, which also was not funded in the WDE budgeting plan. As of this writing I have not received a response from WDE about the source of funding for the two contracts and the PJP despite direction from the select committee.

The Select Committee passed a motion stating the committee finds and believes the \$500,000 appropriated in Sections 7 (d) and (e) of the Wyoming Accountability in Education Act are to be used only for duties assigned to the state board. They passed an additional motion stating the committee finds and believes the dollars are only to be spent at the direction of the state board.

Other motions included a motion that the Professional Judgment Panel should continue as directed by the state board. Senator Rothfuss made a motion clarifying the system the legislature wants the Professional Judgment Panel to use in evaluating school performance.

Senator Nicholas made a motion that directs the state board to use its money wisely and that the state board should use its best efforts to find a replacement for BOE. This direction is in line with the work Alpine Testing Solutions, Inc. will be completing on behalf of the state board.

There were motions regarding the administration of PAWS. The committee passed a motion that the PAWS is not funded under any circumstances for the upcoming school year. The WDE received a letter from the USDoE stating that the WDE should administer the PAWS for another year in 11<sup>th</sup> grade. The select committee passed an additional motion which recommended to Management Council that the scope of the legislative consultant's work be expanded to include assistance to the WDE and the governor's office in seeking a reconsideration of the guidance from the USDoE. Senator Rothfuss made a motion that it is not the legislature's intent to provide additional alignment studies or augmentation for the ACT suite at this time. The WDE will provide information to the board during our teleconference about the amendments to ETS and ACT contracts in light of this direction from the committee.

It was clarified by Representative Stubson, Senator Nicholas and Senator Anderson that all the motions were simply positions that had been voted on and directed by the legislature as a whole during the last session.

I presented very briefly to the select committee. We did attach a list of the PJP members and recognized their willingness to be a part of the important task of piloting the accountability system as well as thanking all those who offered their services. I am attaching a copy of the written report to the select committee.

We received the letters from Governor Mead about the Chapter 31 rules. Direction should go out to the districts about how they need to move forward with the rules as written. Students will need to know about the implications as well. The WDE will share with the board the direction and support they will be providing to districts regarding Chapter 31.





# WYOMING

## State Board of Education

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GERALD REICHARDT  
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*State Superintendent*

JOHN MASTERS  
*Board Liaison*

CHELSIE BAILEY  
*Executive Assistant*

### MEMORANDUM

TO: Select Committee on Statewide Education Accountability

FROM: Paige Fenton Hughes, Coordinator

DATE: July 23, 2012

SUBJECT: State Board of Education accountability task update

Thank you for the opportunity to report to you the progress the State Board of Education (SBE) has made and is making regarding its duties and tasks as outlined in the Wyoming Accountability in Education Act (WAEA). Much of what you will read here has already been presented to you in LSO Liaison reports. However, I would like to take the opportunity to discuss with the Select Committee members

- 1) possible funding options for consultant support for SBE accountability tasks as well as
- 2) garner your input about the direction of the End of Course Assessment (EOC) study.

The SBE is under an enormous time crunch, and I would appreciate your insights as we seek ways to provide a fair and workable system for our school districts.

**Adoption of Common Core State Standards**—The revised Wyoming Content Standards in math, language arts and health were adopted by the State Board of Education on 4.27.12. The State Board of Education requested an update from the Wyoming Department of Education regarding guidance and support provided to districts in transitioning to the new standards to be provided at the June 11, 2012 board meeting. The update was provided to the board at the July 9, 2012 teleconference.

Chapter 31 rules have been approved by the governor with the exception of the references to Body of Evidence, which he used a line-item veto to strike.

**State Board of Education Contracting with Staff**—The hiring of a State Board Coordinator was approved at the May 17, 2012 board meeting. A contract was executed on June 11, 2012.

The State Board Coordinator sought the advice of the legislative consultants in seeking additional consultants to support the work of the board in complying with Section 5 of the Wyoming Accountability in Education Act concerning the implementation of a fully operational phase one pilot statewide education accountability system as well as Section 6 (iii) concerning the study of an end of course assessment system. After review and discussion, the SBE subcommittee chose Dr. Michael D. Beck to

support the implementation of the pilot accountability system including the facilitation of the Professional Judgment Panel. The subcommittee chose Chad Buckendahl of Alpine Testing Solutions, Inc. to lead the study of end of course assessment systems. The State Board approved those contracts on July 16, 2012. The contracts were reviewed by the WDE from 6.28.12 until 7.20.12.

The State Board of Education requested funding for the consultants from the \$250,000 appropriated in Section 7(d) of the WAEA to the Department of Education to provide the necessary support to the state board of education in carrying out the duties imposed upon the board in Section 5 and Section 6 (iii). The Department of Education intends to use those funds for other purposes as outlined in memos to the board from Fred Hanson despite direction from Pete Gosar, SBE treasurer, to use funds from the \$250,000. Currently, the SBE is exploring alternative funding options so the consultant contracts can be signed and the consultants can begin work.

**Professional Judgment Panel**—The State Board solicited potential PJP members from across the state. Potential members submitted interest forms for the review of a subcommittee of the State Board. Over 200 people expressed interest in serving on this important panel. The subcommittee did a careful review of the potential members and chose 30 people representing all stakeholder groups. Please see the attached list of PJP members. A letter informing all PJP members and potential members of the subcommittee's decision was sent on June 30, 2012.

The State Board of Education planned to utilize the \$250,000 appropriated to provide the necessary support to the state board in Section 7(d) of the WAEA to fund the expenses associated with convening the Professional Judgment Panels. The WDE has allocated those funds for other uses. At this time, the SBE is unsure of how the PJP will be funded. Options are being explored.

**Periodic Reports to the Select Committee on WAEA Progress**—The State Board of Education Coordinator shares weekly reports with the Legislative Service Office, the WDE, and the SBE regarding progress on WAEA tasks imposed on the SBE by WAEA. The first formal report to the Select Committee is the July 26, 2012 report. Additional reports are due by October 15, 2012 and November 15, 2012.

**Report to the Select Committee prior to changing the statewide assessment system**—The State Board of Education understands this report to be the duty of the board. As requested, the WDE provided written information to the SBE coordinator about the amendments to the ACT and ETS contracts on July 20, 2012. As per correspondence from John Masters to the SBE Coordinator on July 19, 2012 and verbal confirmation on July 20, 2012, SBE understands the WDE intends to make the updates on these contracts part of its report on July 26, 2012.

**Report to the Select Committee on the change in the accountability workbook**—Information is provided periodically to the State Board Coordinator by the WDE. Currently, the SBE understands the WDE has not received an official written response from the USDOE. The SBE further understands a full report on this request will be provided to the Select Committee by the WDE on July 26, 2012.

**Plan and Demonstrate the Accountability System**—In addition to piloting

the accountability system, a set of business rules to guide system operation will be developed. A subcommittee of the SBE chose a consultant on June 27, 2012, and SBE approved a contract on 7.16.2012 for Dr. Michael D. Beck to lead this work on behalf of the SBE. The WDE entered this contract into the HEAT system on July 20, 2012. The SBE awaits final approval of this contract as well as a determination of an alternative funding source other than the \$250,000 in Section 7(d) of the WAEA as mentioned above.

**End of Course Assessment Study**—A subcommittee of the SBE chose a consultant on 6.27.12, and SBE approved a contract on 7.16.2012 for Alpine Testing Solutions, Inc. to lead this work on behalf of the SBE. The WDE entered this contract into the HEAT system on July 20, 2012. The SBE awaits final approval of this contract as well as a determination of an appropriate funding source other than the \$250,000 in Section 7(d) of the WAEA as mentioned above.

The goal of this EOC study is for the SBE to be able to make a recommendation to the Select Committee about transitioning district assessment systems in the absence of BOE. The study will include discussion of whether or not an EOC assessment system is a viable replacement for BOE, and if so, if we want it to be a replacement? The study will address whether or not some version of an EOC system will move the state toward the overarching goals of the WAEA while at the same time addressing the specifics in Section 6 (iii) of the legislation. Finally, the considerations presented in Scott Marion and Chris Domaleski's January 2012 report to the Select Committee will inform the scope of this study.

**Rules Regarding School Performance Ratings**—SBE is awaiting the hiring of consultant Dr. Michael D. Beck to work in consultation with the WDE on the drafting of these rules.

**Rules on Teacher Performance/Teacher of Record and School/District Leader Performance**—The Advisory Committee has as one of its main tasks an exploration of this topic as part of the Phase II work planned for this year.

I look forward to answering your questions and having a meaningful discussion about possible ways we can move forward with the critical tasks with which the SBE is engaged.

From: **Dave Nelson** <[Dave.Nelson@wyoleg.gov](mailto:Dave.Nelson@wyoleg.gov)>

Date: Mon, Jul 30, 2012 at 4:23 PM

Subject: July 26 Select Education Accountability Committee actions.

In response to a series of reports received by the Select Committee on Education Accountability during its July 26, 2012, meeting, as submitted by the Education Liaisons, the Department of Education and the State Board of Education, the following series of motions were made and adopted:

1. Senator Nicholas made a motion the Select Committee on Educational Accountability believes and finds that the funds appropriated by 2012 Wyo. Sess. Laws, Ch. 101, Sections 7(d) and (e), for a total of five hundred thousand dollars (\$500,000.00), are restricted to implementation and expenditure for duties assigned to the State Board of Education. The motion was seconded by Senator Anderson. The motion passed.

2. Senator Nicholas made a motion that the Select Committee believes and finds that the expenditure of the funds appropriated by 2012 Wyo. Sess. Laws, Ch. 101, Sections 7(d) and (e) are to be made at the direction of the Wyoming State Board of Education. The direction of how it is to be spent is made by the Wyoming State Board of Education. The motion was seconded by Senator Anderson. The motion passed.

3. Senator Nicholas made a motion that the Select Committee believes and finds that the use of the 2012 Wyo. Sess. Laws, Ch. 101, Sections 7(d) and (e) to fund an at-will employee contract is not an appropriate use of the funds by the Wyoming Department of Education unless the Wyoming State Board made such a motion to expend those funds in that manner. The motion was seconded by Senator Rothfuss. The motion passed.

4. Representative Throne made the motion that it is the opinion of the Select Committee that creation of the Accountability Advisory Group is not authorized by the Wyoming Accountability in Education Act and that the professional judgment panel as constituted by the State Board of Education should continue as directed by the State Board of Education. Representative Throne clarified that the statutory task was assigned to the State Board of Education to implement and any delegation must be a sub-committee as statutorily directed. The motion was seconded by Senator Nicholas. The motion passed.

5. Senator Nicholas made a motion that the Select Committee believes and finds that it is the legislative intent that 11<sup>th</sup> grade PAWS not be funded under any circumstances and that there is no funding in the budget for either the delivery or the development of the 11<sup>th</sup> grade PAWS assessment. The motion was seconded by Representative Harshman. The motion passed.

6. Senator Nicholas made a motion that the Select Committee make a recommendation to Management of Council to consider the approval of expansion of the services to be provided by National Center for Improvement in Educational Accountability to provide assistance to the Wyoming Department of Education and Governor's Office to seek a reconsideration by the United States Department of Education for the substitution of the ACT in the 11<sup>th</sup> grade for the 11<sup>th</sup> grade PAWS and that an aggressive effort is made towards that process. The motion was seconded by Representative Harshman. The motion passed.

7. Senator Nicholas made a motion that the Select Committee finds and believes that the 11<sup>th</sup> grade PAWS is no longer relevant based upon the legislation that has been implemented and that the purpose for moving forward is to move towards the testing of the common core and that there is plenty of information on alignment information that can be developed from existing information; regardless of discussions with the United States Department of Education, this Committee finds and believes there is no purpose for expenditure of funds for administration of PAWS in the 11<sup>th</sup> grade. The motion was seconded by Senator Rothfuss. Representative Stubson clarified that this was not a new position by the Select Committee, but one that had been voted on and directed by the Legislature as a whole in the last session. Senator Nicholas clarified that this is applicable to all of the motions. Senator Anderson stated that the motions are affirmations of the actions of the Legislature as a whole. The motion passed.

8. Senator Rothfuss made a motion that the Select Committee believes and finds that it is not the Legislature's intent and it is not necessary based on current statute to provide any additional alignment studies for any of the ACT Suite, including content validity studies, or augmentation of questions for the ACT Suite at this time. The motion was seconded by Representative Madden. The motion passed.

9. Senator Nicholas made a motion that the Select Committee recommend and clarify that constructed response items utilized only to assess writing (Student Assessment of Writing Skills "SAWS") and that all other subjects be tested by multiple choice. The motion was seconded by Senator Rothfuss. The motion passed.

10. Senator Nicholas made a motion that the Select Committee believes and finds the end of course activities be limited by the funding and that the State Board of Education undertake a broad scope review by marshaling its assets wisely and that the funding will limit the tasks to be completed; he clarified that the State Board of Education should use its best efforts to find a mechanism to replace the body of evidence. The motion was seconded by Senator Rothfuss. The motion passed.

11. Senator Rothfuss made a motion that the Select Committee believes and finds that it was the Legislature's intent that when the State Board prepares its system for evaluating school performance, that it not utilize a single school performance rating but instead utilize the four (4) categories outlined explicitly in the legislation and select the appropriate category based on a system that utilizes a decision matrix described in the detailed report prepared by Dr. Scott Marion. The motion was seconded by Senator Nicholas. The motion passed.

The above information is provided at the request and approval of Select Committee members.

Dave Nelson  
LSO School Finance Office  
Phone: [307-777-7881](tel:307-777-7881)  
Fax: [307-777-5466](tel:307-777-5466)

# State Collaboration: Longitudinal Data Systems, Data Visualization, Research and Development

# State Collaboration: Longitudinal Data Systems, Data Visualization, Research and Development

## Agreement for Execution - Effective Date: 4/20/2012

The terms on these two pages outline the initial agreement for a collaborative effort to co-locate state longitudinal growth data sets for the purpose of creating common data visualizations that build upon the Colorado Growth Model.

1. **Agreement to Participate.** Each Chief State School Officer signs on to the collaborative research and development effort and agrees to the participation of the Chief's designee, chief information officer, and state assessment director or director of research and evaluation.
2. **Common Longitudinal Growth Measure.** Each state agrees to calculate growth percentiles in the same manner using R (programming language) to allow common cross-state comparisons and data visualization development related to normative and criterion-referenced growth.
3. **Common Display Platform.** Each state agrees to use the Colorado Growth Model Version 2.0 display layer as an initial common visualization platform.
4. **State Branding.** Each state may rebrand the display layer (e.g., "The Indiana Growth Model") and will provide mutually agreed upon attribution to Colorado and the National Center for the Improvement of Educational Assessment.
5. **Common Development Environment.** To the extent practicable, each state agrees to load its longitudinal data set into a common, standardized data storage environment with appropriate security. This storage environment may be a cloud-based, virtual environment. The purpose is to permit common cross-state enhancement of the data visualization tools by the application developers as well as leverage parallel processing allowing states to analyze their data in a fraction of the time it takes on a single high-speed workstation. The application developers for the next version of the application deployed across multiple states (version 3.0) will be the Consortium of States, the National Center for the Improvement of Educational Assessment, and Universal Mind.
6. **Enhancements to the Display Layer.** Each state agrees to collaborate in the development of a common Version 3.0 of the Growth Model Display Layer. Such modifications will include, but not be limited to, postsecondary metrics, multi-year visualization and animation, inclusion of teacher identifiers, enhanced mapping functionality. Each state may engage in the custom development of different enhancements of the display layer. For example, a state may fund development of displays incorporating unique teacher identifiers and interim assessment data. Enhancement priorities will be established through consensus among the participating states.
7. **Modifications Shared.** Each state agrees to collaborate in, and contribute know-how to the development of modifications and enhancements, which will be shared freely among each participating state, subject to the Creative Commons Attribution-Non-Commercial-Share Alike 3.0 Public License <http://creativecommons.org/licenses/by-nc-sa/3.0/legalcode>.
8. **Non-disclosure.** States agree to not share source code, design specifications, and visualization know-how with organizations that are not a part of the multi-state collaborative.
9. **Roll-out plan.** States agree to specify a roll out plan for how the growth data will be deployed in their state. This plan will define personnel responsible for overseeing data analysis and

# State Collaboration: Longitudinal Data Systems, Data Visualization, Research and Development

*explaining the growth model results as well as how the data visualization elements developed as part of the state collaborative will be utilized by stakeholders statewide.*

10. **Communications and Publicity.** Each state will collaborate on communications and publicity related to the collaborative effort, including an initial press release announcing the agreement.

The undersigned parties agree to the terms outlined above.

Signature   
Cindy Hill, Superintendent of Public Instruction, Wyoming Department of Education

Date 4-20-12

Signature   
Robert K. Hammond, Commissioner, Colorado Department of Education

Date 5-3-12

**ACTION SUMMARY SHEET  
STATE BOARD OF EDUCATION**

**DATE: August 6, 2012**

**ISSUE:** Completion of the ETS Contract

**BACKGROUND:**

**SUGGESTED MOTION/RECOMMENDATION:**

WDE recommends a motion authorizing WDE to initiate a contract amendment with ETS for services specified in the SOW and price sheet presented to the Board at this meeting (Estimates for Amendment 1) as Components 1-5 as follows:

To move that the Wyoming Department of Education on behalf of the State Board of Education finalize a contract amendment with Educational Testing Service (ETS) for the change in the scope of work as identified by Components 1 through 5 on the presented Estimates for Amendment 1. The Board further acknowledges that minor revisions of the prices may occur from the sheets presented here due to scope revisions from the original estimates as ETS finalizes its bid.

**SUPPORTING INFORMATION ATTACHED:**

- Estimates for Amendment 1

**PREPARED BY:** *Chelsie Bailey*  
Chelsie Bailey, Executive Assistant

**APPROVED BY:** \_\_\_\_\_  
John Masters  
State Board of Education Liaison

**ACTION TAKEN BY STATE BOARD:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**COMMENTS:**



# DRAFT FOR DISCUSSION

## Wyoming Department of Education Wyoming Statewide Student Assessment System

### Estimates for Amendment 1

Edited from Original by WDE to Illustrate Scope and Price Drivers  
Final Cost Reduction Due to Removal of Grade 11 PAWS Pending at ETS  
Refinement of Line Prices Likely in Final Version

Prime Contract Number: **RFP 0005-V**

Request Date: 8/6/2012

Contracting Parties: ETS (“Contractor”) and Wyoming State Department of Education (“Agency”)

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**Introduction.** This change order will modify the Statement of Work (“SOW”) for RFP# 0005-V, that resulted in an executed contract on March 1, 2012. The newly proposed components described below, cross tasks as currently defined and identified in all three current testing elements of the Wyoming Statewide Assessment System contract, as well as the new element of the Statewide Assessment of Student Writing – Alternate (SASWS-ALT). This change order for Amendment 1 will cross-reference each component with the affected Task numbers in the base contract. All other scope and terms and conditions remain unchanged.

The ETS price is unitary in the original configuration of all eight previous components. The eight components in the original submission have been reduced to five. Line-item prices may not be sustainable in isolation and if any of the components are not adopted, ETS would need to review the unitary price of the remaining scope.

A. **Additional Scope.** The scope is organized into five (5) components, as designated by the Agency.

The following is adds new work to the identified tasks in the SOW:

**Component 1 adds work to** Tasks 5, 6, 12, 14, 16, 17, 18, 19, 21, 23: Contractor will work with the Agency to prepare, conduct, analyze, and report four (4) one-time standard settings for the state assessment system: PAWS, PAWS-ALT, SASW, and SASW-ALT. All sessions will be held in Wyoming – currently scheduled for spring/summer 2014. Contractor will prepare materials, facilitate the meetings, and produce reports designed to serve the Agency’s requirements. Contractor will make all meeting arrangements for both Contractor personnel and Wyoming educators/stakeholders. Contractor will pay said meeting costs – including honoraria lodging, meals and travel costs for Wyoming educators/stakeholders. (NOTE: Each year a standard setting is held the production of student scores will be delayed until the process is completed and new cut scores are adopted by Wyoming; this will modify all existing contract timelines for score reporting. Actual timelines will be developed and mutually agreed upon by the Agency and Contractor.)

**Component 2 adds work to** Tasks 1, 2, 3, 4, 5, 6, 12, 14, 16, 17, 18, 19, 21, 23:

Contractor will work with the Agency to revise test blueprints, item writing guides, and assessment descriptors for (PAWS, SAWS, SAWS-ALT, reading and math, grades 3-8) to include teacher review of said documents specified by the Agency. Stakeholder review meetings will be held in Wyoming. Contractor will prepare materials, facilitate the meetings, and produce documents designed to serve the Agency’s requirements. Contractor will make all meeting arrangements for both Contractor personnel and Wyoming educators/stakeholders. Contractor will pay said meeting costs – including honoraria lodging, meals and travel costs for Wyoming educators/stakeholders.

**Component 3** adds work to all Tasks (1-23): Contractor will work with the Agency to modify the existing SASW program to include new common-core aligned writing tasks – including passage-based, literary response – and new response types. New items will be developed, reviewed, and field tested in 2012-13 then made operational in 2013-2014.

**Component 4** adds work to Tasks 1, 2, 3, 4, 6, 7, 8, 9, 10, 11, 12, 13, 14, 16, 17, 18, 19, 20, 21, 23: Contractor will work with the Agency to operationalize a writing Alternate test program – SASW-ALT. The Contractor will use an existing test form in 2013 (Grades 3-8, 11) to be altered in 2014(Grades 3, 5, 7) by the rotation of one student performance event per grade level. Contractor will prepare, ship, receive, scan, score, and report during the Agency-established SASW testing window.

**Component 5** will add work to all Tasks (1-23): Contractor will work with the Agency to expand the students served by the PAWS-ALT exam to include grades 1, 2, 9, 10, 12. Items will be developed in 2012-13, field tested within the PAWS-ALT 2013-2014 cycle, and made ready for operational use by a subsequent contractor in spring 2015. Development will include the regular flow of content, bias, and data reviews. Contractor will make all meeting arrangements for both Contractor personnel and Wyoming educators/stakeholders. Contractor will pay said meeting costs – including honoraria lodging, meals and travel costs for Wyoming educators/stakeholders.

B. The following adds the Deliverables as outlined below:

**1. Standard Setting- Summer 2014:**

- a. PAWS – Grades 3-8
  - i. Math
    1. Two panels (grades 3-5, grades 6-8) , nine people per panel,
    2. Two articulation panels, three people per panel,
  - ii. Reading
    1. Two panels (grades 3-5, grades 6-8) , nine people,
    2. Two articulation panels, three people, one day
- b. PAWS-ALT- Grades 3-8, 11
  - i. Math
    1. Three panels, (grades 3-5, grades 6 & 7, grades 8 & 11), no more than 25 people
    2. One articulation group, , seven people, one day
  - ii. Reading
    1. Three panels, (3-5, 6 & 7, 8 & 11), twenty five people
    2. One articulation group, seven people, one day
- c. SASW – Grades 3, 5, 7
  - i. Three panels, five people each,
  - ii. Articulation group needed would be table leaders. (3)
- d. SASW-ALT – Grades 3, 5, 7, 11
  - i. Four panels, five people each, three days
  - ii. Articulation group needed would be table leaders. (4)

General assumptions for all panels:

- Two day standard setting panel, 1/2 day articulation panel
- \$250.00/per participant, per day
- All reasonable travel-related expenses for participants paid by contractor (mileage, hotel, per diem)
- Meeting rooms, breakfast and lunch provided for participants arranged and provided by Contractor.
- All materials prepared by Contractor, approved by Agency
- Contractor personnel to run meetings
- The standard setting method is TBD but approved by Agency.

**2. Modification to Test Blueprints, Item Writing Guides, and Assessment Descriptors based on varying item types: Winter 2012/Spring 2013**

- a. PAWS: 6 teachers per grade, per content, grades 3-8, reading and math
- b. SASW: 6 teachers per grade, grades 3, 5, 7
- c. SASW-ALT – 4 teachers per grade, grades 3, 5, 7, 11
- d. One event per test, 2 days per test
- e. \$250.00/per participant, per day
- f. All reasonable travel expenses for participants paid by Contractor (mileage, hotel, per diem) per Wyoming travel policies

- g. Meeting rooms, breakfast and lunch provided for participants arranged and provided by Contractor.
- h. All materials prepared by Contractor, approved by Agency.
- i. Contractor personnel to facilitate meetings

### 3. Statewide Assessment of Student Writing (SASW)

- a. Item development to meet 2012 Revised Wyoming Content Standards
  - i. Passages and Items which assess **Writing Standard 9** – to include responses to informational and literary text :
    - 1. Grades 5, 7 (Standard 9 is not in grade 3)
    - 2. Field test 2013 – one passage and 2 passage-based prompts per form (10 forms – 5 literary and 5 informational)
      - a. To include 5 literary and 5 informational passages and 2 prompts
        - i. Scope to include pricing for both commissioned and permissioned passages
        - ii. Reading level on grade; text length to be shorter than reading passages (agreed upon specifications to be determined)
      - b. Multiple item types – development to include one extended response and one short response per form
        - i. Agency develops scoring guide
          - 1. Holistic scoring used for scope
  - ii. Grades 3, 5, 7 – Items which assess Writing Standard 1 – Opinion/Argument writing
    - 1. Grade 3 (10 forms),
    - 2. Grades 5 and 7 (10 forms)
    - 3. WDE will modify current scoring guide to address this mode
      - a. Analytically scored
    - 4. Field Test 2013 – to include one item per form
    - 5. Operational 2014
  - iii. Re-purposing of grades 4, 6, and 8 prompts for possible use in grades 3, 5, 7.

#### Field Test (FT) Design

Grade	# of FT forms 2013	# Standard 1 prompts/form	# Extended standard 9 items/form	# Short standard 9 items/form
3	10	10	0	0
5	10	10	10 (5 literary/5 informational)	10 (5 literary/5 informational)
7	10	10	10 (5 literary/5 informational)	10 (5 literary/5 informational)

- 2013 operational assessment will consist of Expressive or Expository prompts field tested in 2012.
- 2013 embedded field test will consist of
  - 10 FT items which measure Standard 1 (Opinion/Argument) at grade 3
  - 10 Response to Literary and Informational Text items (5 of each type) at grades 5 and 7,
  - 10 items which measure Standard 1 (Opinion/Argument) at grades 5 and 7

- 2014 operational assessment will consist of one prompt from standards 1-3, one passage and prompt set from standard 9
  - 2014 FT will include 5 item of each type (15 items total per grade)
- 4. Statewide Assessment of Student Writing-Alternate (SASW-ALT)**
- a. 2013 administration of separate operational writing assessment
    - i. Grades 3-8, 11
  - b. Use 2011 form and items to create 2013 assessment, basically a re-print of the 2011 form , with the following changes:
    - i. Replace one item (the weakest item in the set) per grade level with the FT item from 2011
      1. 9 operational items per form
      2. No new FT items developed in 2013
- 5. PAWS-Alt Grades 1, 2, 9, 10, and 12**
- a. Revision of Extended Standards:
    - i. Content Committee Meetings to include
      1. Grade bands k – 2; 8 teachers per content (reading and math)
      2. Grades 9, 10, 12: 8 teachers per content (reading and math 9, 10, 12; science for grades 9, 10)
      3. 4 day meeting per content per grade level for drafting expanded standards
      4. 4 day meeting per content per grade band for revision and developing prototype items
      5. Following parameters:
        - a. \$250.00/per participant, per day
        - b. All reasonable travel-related expenses for participants paid by contractor (mileage, hotel, per diem)
        - c. Meeting rooms, breakfast and lunch provided for participants arranged and provided by Contractor.
        - d. All materials prepared by Contractor, approved by Agency
        - e. Contractor personnel to run meetings
  - b. Development
    - i. Two forms – 10 student performance events (spe) per form
    - ii. Eighteen items per grade per content (math, reading, English and science), with an expected survival of 12 items per grade per content
      1. Six common items (spe's) per form
      2. Four unique items (spe's) per form
    - iii. Item, bias, and data review committees
      1. Item and Bias Review
        - a. Grades 1-2 Committee
          - i. Math
          - ii. Reading
        - b. Grades 9, 10, 12 Committee

- i. Math
    - ii. Language Arts
    - iii. Science (9, 10)
  - c. Bias committee : 1, 2, 9, 10, 12
    - i. Committee is made up of a portion of item review committee members
    - ii. Non educator participants
  - d. Two day for each content review committee
  - e. One day for each bias committee
  - f. 6 participants per item review committee
  - g. 8 participants per bias review committee
2. Data Review subsumed in already scoped data review processes
- c. Field Test – Spring 2014
    - i. Folded into PAWS operational flow
    - ii. Two forms
    - iii. 10 items per form
  - d. Operational Test – Spring 2015 (not in the timeline of current contract)
    - i. Folded into PAWS operational flow
    - ii. One form
    - iii. 10 items – nine operational, one field test

The estimated pricing by component for this change order to Amendment 1 is as follows:

Component 1: \$1,056,256

Component 2: \$ 426,408

Component 3: \$1,618,814

Component 4: \$ 636,313

Component 5: \$1,000,774

Amendment 1: \$4,738,565

Proposed TERM for this Amendment:    Start Date: August 20, 2012    End Date: December 31, 2014

**ACTION SUMMARY SHEET  
STATE BOARD OF EDUCATION**

**DATE: August 6, 2012**

**ISSUE:** ACT Contract

**BACKGROUND:**

**SUGGESTED MOTION/RECOMMENDATION:**

WDE recommends a motion authorizing WDE to conclude a contract amendment with ACT for services specified in the SOW and price sheet presented to the Board at this meeting (ACT 2012-2013 Contract Amendment Cost Proposal Overview and Attachment A to Amendment 2).

Move that the Wyoming Department of Education on behalf of the State Board of Education finalize a contract amendment with ACT for the change in the scope of work as identified on the presented ACT 2012-2013 Contract Amendment Cost Proposal Overview and Attachment A to Amendment 2.

**SUPPORTING INFORMATION ATTACHED:**

- **ACT 2012-2013 Contract Costs & 2014 Estimates**
- **Attachment A to Amendment 2**

**PREPARED BY:** *Chelsie Bailey*  
Chelsie Bailey, Executive Assistant

**APPROVED BY:** \_\_\_\_\_  
John Masters  
State Board of Education Liaison

**ACTION TAKEN BY STATE BOARD:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**COMMENTS:**

## ACT 2012-13 Contract Amendment Cost Proposal Overview

Action Plan Item	Delivery	Units	2012-13 Total	2012-13 Notes	2013-14 Estimate
No.1 DOS-Master Schedule	1-Aug-12	na	mgt fee		mgt fee
No. 2 Program Manager's Contact Document	1-Aug-12	na	mgt fee		mgt fee
No. 3 Weekly Calls	July '12 - Oct '13	na	mgt fee		mgt fee
No. 4 Launch (Den) & Mid-term (Chey) Mtgs	Aug '12 & Mar '13	na	mgt fee		mgt fee
No. 5 Quarterly Reports	July '12 - Oct '13	na	mgt fee	Content TBD	mgt fee
No. 6 a. COMPASS Feasibility Study	Fall 2012	na	8,860.00		0.00
No. 6 b. COMPASS Study 6.9 units/student 1.66/unit	Fall 2012	500	5,727.00	ACT recommended testing with 500 students	0.00
No. 7 a. Accomodations Transfer Student	Spring 2012	50	9,500.00		9,500.00
No. 7 b. Accomodations Emergency Medical	Spring 2012	50	11,500.00		11,500.00
No. 8 Test Administrator Training	Early 2013	na	20,000.00		20,000.00
No. 9 Test Administrator Manuals/Shipping	Early 2013	na	3,950.00	Will include state supplemental info	3,950.00
No. 10 EXPLORE for all 9th grade	April '13	6,800	49,300.00	Estimate based on 2011 8th enrollment of 6784	49,300.00
No. 11 PLAN for all 10th grade	April '13	6,950	60,812.50	Estimate based on 2011 9th enrollment of 6934	60,812.50
No. 12 ACT Plus Writing for all 11th grade	23-Apr-13	6,650	315,875.00	Estimate based on 2011 10th enrollment of 6633	315,875.00
No. 13 Optional WorkKeys for 11th grade	24-Apr-13	650	11,700.00	Estimate based on previous WorkKeys w/padding	11,700.00
No. 14 COMPASS for all 12th grade 6.9 units	April '13	6,300	72,160.20	Estimate based on 2011 11th enrollment of 6231	72,160.20
No. 15 Data Interpretation Workshops	Date(s)TBD	na	mgt fee		mgt fee
No. 16 Standard ACT Assessment Reports	Varies	na	mgt fee		mgt fee
No. 17 State Student Data File	July '13	na	in unit cost	Reflected in unit price of each assessment	in unit cost
No. 23 Contract Management Fee	Contract Period	na	100,000.00		100,000.00
No. 24 Invoicing Schedule	Done	na	0.00		0.00
			<b>669,384.70</b>		<b>654,797.70</b>

Note: The 2013-14 estimate is not part of this amendment. The estimate is for information only.



**ATTACHMENT A TO AMENDMENT TWO TO THE  
PROFESSIONAL SERVICES CONTRACT BETWEEN THE  
WYOMING DEPARTMENT OF EDUCATION AND  
ACT, INC.**

AGENCY Monitoring Agent: Christine Steele  
 Organization/Unit: Assessment Division  
 Date Action Plan Developed: May 23, 2012  
 Project Timeline From: 09/01/2012 To: 10/1/2013

<b>Interim Monitoring</b>		
Monitored Dates	Monitoring Agent (Init.)	Amt Paid to Date
Nov. 1, 2012		
March 1, 2013		
June 15, 2013		

Full Contract Amount: \$ 669,384.70

**Unit Director Signature** \_\_\_\_\_ **Date:** \_\_\_\_\_

<b>ACTION PLAN</b>
<p><b>Goal:</b> To complete the administration of EXPLORE to all 9<sup>th</sup> grade students; PLAN to all 10<sup>th</sup> grade students, ACT Plus Writing to all 11<sup>th</sup> grade students; WorkKeys to all 11<sup>th</sup> grade students who elect to take the assessment; and COMPASS to all 12<sup>th</sup> grade students in order to satisfy the tasks detailed in the Wyoming Enrolled Act No. 65.</p>

Deliverable	Target Date(s)	Was Target Date Met?		Contractor Personnel Involved	Cost Per Deliverable	Measurable Indicators of Deliverable	Is Deliverable Completed	
		Yes	No				Yes	No
<p><b>1.</b> Contractor shall establish a Description of Services (DOS) with a master project schedule that shows important dates and tasks required to administer the following assessments in the Spring of 2013:</p> <p>a. EXPLORE to all 9<sup>th</sup> grade students;</p> <p>b. PLAN to all 10<sup>th</sup> grade students;</p> <p>c. ACT Plus Writing to all 11<sup>th</sup> grade students;</p> <p>d. WorkKeys to all 11<sup>th</sup> grade students who elect to take the assessment; and</p> <p>e. COMPASS to all 12<sup>th</sup> grade students.</p>	September 15, 2012			ACT, Inc.	Included in Management Fee	<p><b>1.</b> Contactor shall deliver to the Agency a draft of the Description of Services (DOS) and schedule for review, feedback and final approval.</p> <p>A final DOS shall be provided to the Agency no later than October 2012.</p>		
<p><b>2.</b> Contractor shall name Program Manager(s) and lead staff for EXLPORE , PLAN, ACT, WorkKeys and COMPASS assessments. Program Manager(s) shall be responsible for the contract deliverables noted in this professional services agreement.</p>	September 15, 2012			ACT, Inc.	Included in Management Fee	<p><b>2.</b> Contractor shall provide a Team Directory that includes contact information and title for each test Program Manager, as well as any other staff responsible for working with the</p>		

						Agency.		
<b>3.</b> Contractor shall schedule and facilitate weekly management calls to assess progress on the administration of each assessment and identify action items.	September 1, 2012 through October 1, 2013			ACT, Inc.	Included in Management Fee	<b>3.</b> Contractor shall schedule weekly management calls, provide an agenda prior to the meetings, and provide minutes that will be posted to PartnerConnect within two business days after the meeting.		
<b>4.</b> Contractor shall facilitate two in-person management meetings. a. Launch Meeting (1 day)  b. Mid-Term Meeting (1day)	September 15, 2012  March 2013			ACT, Inc.	Included in Management Fee	<b>4.</b> Contractor shall facilitate one (1) Launch Meeting to take place within one month of the contract start date at the Contractor's location. Agency will pay for its travel.  Contractor shall also facilitate one (1) Mid-Term meeting to take place at the Agency's location. Contractor shall pay for their own travel expenses.		
<b>5.</b> Contractor shall provide quarterly reports to the Agency to serve as an update on the project status. The elements of the reports will be negotiated between the Agency	September 1, 2012 through October 1, 2013			ACT, Inc.	Included in Management Fee	<b>5.</b> Contractor shall provide reports in the form of meeting minutes and notes that provide updates to the		

and Contractor.						Agency on the project status. These reports will be posted to PartnerConnect.		
<p>6. Contractor shall provide a COMPASS in-school delivery implementation plan.</p> <p>In addition, a feasibility study shall be included. The purpose of the study is to determine the functionality of school-based computer administration of the COMPASS with beta testing in schools scheduled for fall 2012.</p>	<p>Draft due September 15, 2012</p> <p>Final due October 2012</p> <p>Study conducted no later than October 31, 2012</p> <p>Feasibility Study Report December 1, 2012</p>			ACT, Inc.	<p><b><u>\$14,587.00</u></b></p> <p>\$8,860.00 (For study facilitation)</p> <p>\$5,727.00 (For student participation based on 500 students &amp; 6.9 COMPASS units/student)</p> <p>Additional students will be included at the cost of \$1.66 per COMPASS unit (3.4 units/student for COMPASS; 6.9 units/student for COMPASS with eWrite)</p>	<p>6. Contractor shall provide a written proposal detailing a COMPASS implementation plan subject to the review and final approval of the Agency.</p> <p>The Contractor shall conduct a feasibility study that shall include a total of 500 Wyoming students. A written report of the findings shall be provided to the Agency no later than December 1, 2012.</p>		
<p>7. Contractor shall provide a plan of action for accommodating students with disabilities on the day of testing when the student may not have been previously approved for ACT Plus Writing</p>	<p>August 15, 2012</p>			ACT, Inc.	<p><b><u>\$21,000.00</u></b></p> <p>\$9,500.00</p> <p>(Based on 50 transfer students)</p>	<p>7. Contractor shall provide a detailed description of the process that will be used to manage the administration of</p>		

<p>testing accommodations. Contractor will work with the Agency to allow state assessment accommodations even if it results in a non-valid college score.</p>				<p>\$11,500.00 (Based on 50 emergency students)  (Additional students shall be at the rate of \$190 per transfer student and \$230 per student for emergency medical onset condition)</p>	<p>accommodations not previously approved in writing to the Agency.</p>		
<p><b>8.</b> Contractor shall provide training to school test administrators of the EXPLORE, PLAN, ACT Plus Writing and WorkKeys and COMPASS by providing:</p> <ul style="list-style-type: none"> <li>a. Two (2) live webinars per the EXPLORE/PLAN (combined training) and COMPASS.</li> <li>b. A pre-recorded webcast for ACT Plus Writing and WorkKeys with two (2) live Q&amp;A sessions.</li> <li>c. One (1) webinar recording for each test to be posted to the ACT Wyoming website no later than one week following the first live webinar pertaining to each assessment.</li> </ul>	<p>Early 2013</p>		<p>ACT, Inc.</p>	<p><b><u>\$20,000.00</u></b> (EXPLORE, PLAN and COMPASS)  Training for ACT Plus Writing and WorkKeys is included as part of the Management Fee</p>	<p><b>8.</b> All training materials and webinars will be provided to the Agency for review over an appropriate time period prior to administration of the training. All webinars will be scheduled no less than one month prior to the administration of the assessments.</p>		

<p><b>9.</b> Contractor shall produce and ship the standard administration and coordination manuals for each assessment as well as any state-specific supplemental information as agreed to.</p>	<p>Early 2013</p>			<p>ACT, Inc.</p>	<p><b><u>\$3,950.00</u></b></p>	<p><b>9.</b> Contractor and the Agency shall collaborate on the inclusion of the state-specific supplemental information.</p> <p>Contractor shall print and ship 500 copies of an eight (8) page two-color mutually developed addendum.</p> <p>Contractor shall ship all test materials directly to schools as well as manage shipments to ensure receipt and return of all materials.</p>		
<p><b>10.</b> Contractor shall facilitate the administration of the EXPLORE statewide to all Wyoming grade nine (9) students.</p>	<p>Spring 2013 (Admin dates TBD)</p>			<p>ACT, Inc.</p>	<p><b><u>\$49,300.00</u></b>  (Based on 6,800 students at a rate of \$7.25/answer folder processed.)</p>	<p><b>10.</b> Contractor shall notify the Agency electronically when all secure test materials have been delivered to schools and returned to the Contractor.</p>		
<p><b>11.</b> Contractor shall facilitate the administration of the PLAN statewide to all Wyoming grade ten (10) students.</p>	<p>Spring 2013 (Admin dates TBD)</p>			<p>ACT, Inc.</p>	<p><b><u>\$60,812.50</u></b>  (Based on 6,950 students at a rate of \$8.75/answer folder processed.)</p>	<p><b>11.</b> Contractor shall notify the Agency electronically when all secure test materials have been delivered to schools and returned to the Contractor.</p>		

<p><b>12.</b> Contractor shall facilitate the administration of the ACT Plus Writing statewide to all Wyoming grade eleven (11) students.</p>	<p>April 23, 2013</p>			<p>ACT, Inc.</p>	<p><b><u>\$315,875.00</u></b>  (Based on 6,650 public school students and home/private school students at a rate of \$47.50/answer folder processed.)</p>	<p><b>12.</b> Contractor shall notify the Agency electronically when all secure test materials have been delivered to schools and returned to the Contractor.</p>		
<p><b>13.</b> Contractor shall facilitate the administration of the WorkKeys to include scoring and reporting, for all Wyoming grade eleven (11) students who opt to take the assessment according to the original contract procedures.</p>	<p>Spring 2013  (Admin dates TBD)</p>			<p>ACT, Inc.</p>	<p><b><u>\$11,700.00</u></b>  (Based on 600 public students and 50 home/private school students at a rate of \$18.00 per student.)</p>	<p><b>13.</b> Contractor shall notify the Agency electronically when all secure test materials have been delivered to schools and returned to the Contractor.</p>		
<p><b>14.</b> Contractor shall facilitate the administration of the COMPASS statewide to all grade twelve (12) students</p>	<p>Spring 2013  (Admin dates TBD)</p>			<p>ACT, Inc.</p>	<p><b><u>\$72,160.20</u></b>  (Based on 6,300 students at \$1.66 per unit for 6.9 COMPASS units)   6.9 Units (\$11.454)  Reading, Writing Skills, Writing Essay &amp; Mathematics; 3.4 Units (\$5.644)  doesn't include Writing Essay</p>	<p><b>14.</b> Contractor shall notify the Agency electronically when all secure test materials have been delivered to schools and returned to the Contractor.</p>		

					(eWrite).			
<b>15.</b> Contractor shall conduct the Agency approved data and individual student report interpretation workshops including as it pertains to school-wide score interpretations and classroom instruction through site and/or regional workshops. ACT shall recommend the number, format and design of the workshops.	December 2012			ACT, Inc.	Included in Management Fee	<b>15.</b> Contractor shall provide the Agency with draft materials, agendas, and any other resource to be used during the workshops. The content of each workshop is subject to the review and approval of the Agency.		
<b>16.</b> Contractor shall produce and deliver their standard student reports for each assessment.	Specific dates TBD (Student reports 3-8 weeks after assessment dates 2013) (Aggregate reports early Sept 2013)			ACT, Inc.	Included in Management Fee	<b>16.</b> Contractor shall notify the Agency when reports are to be delivered to schools.  Contractor shall provide a development schedule for the memo to be included with reports.		
<b>17.</b> Contractor shall deliver one (1) Final State Student Data File to the Agency.	July 2013 (Specific date TBD)			ACT, Inc.	Cost for this deliverable is included in the per/unit assessment costs.	<b>17.</b> Contractor shall provide a Final Student Data File to the Agency which identifies students by WISER ID. The file layout and specifications are subject to mutual		



						approval.		
<b>18.</b> Contract Management Fee includes all contract management related costs incurred by ACT, Inc. that are not covered by items in this agreement including telephonic customer service assistance available to district personnel. This fee includes the previously mentioned items for EXPLORE, PLAN, ACT Plus Writing, WorkKeys and COMPASS.	September 15, 2012			ACT, Inc.	<b><u>\$100,000.00</u></b>	<b>18.</b> Contractor shall provide to the Agency a written report that specifies all items covered under the Contract Management Fee.		
<b>19.</b> Contractor shall submit invoices to the Agency according to the agreed upon invoice schedule.	See Billing Schedule			ACT, Inc.	<b><u>\$0.00</u></b>	<b>19.</b> Contractor and Agency shall collaborate to resolve any invoicing issues or scheduling changes.		



UNITED STATES DEPARTMENT OF EDUCATION  
OFFICE OF ELEMENTARY AND SECONDARY EDUCATION

July 26, 2012

The Honorable Cindy Hill  
Superintendent of Public Instruction  
Wyoming Department of Education  
Hathaway Building, Second Floor  
2300 Capitol Avenue  
Cheyenne, Wyoming 82002-0050

Dear Superintendent Hill:

I am writing in response to your request for a waiver of the requirement to assess the annual performance of State and local educational agencies and schools in enabling students to meet Wyoming's challenging academic content standards that are required in Section 1111(b)(3) of the Elementary and Secondary Education Act (ESEA), as amended. Specifically, Wyoming would like to use a standardized college entrance examination administered in grade eleven, as required in Wyoming Statute 21-2-2002(a)(xxx), to fulfill the High School assessment requirement under Section 1111(b)(3) of ESEA.

We have consulted with our Office of the General Counsel and have concluded that it does not appear that a waiver is necessary. Rather, it is necessary for Wyoming to submit the assessment it would like to use to meet the requirements of Section 1111(b)(3) for peer review as required in Section 1111(e) of ESEA. We have discussed the peer review requirements with your staff and advised them on the challenges they will likely encounter in demonstrating that a college entrance examination will meet the requirements of ESEA. We pointed out that alignment to State academic content standards and inclusion of all students, particularly English learners and students with disabilities, would likely be the most difficult elements to demonstrate compliance with statutory requirements. We also advised staff to contact other States that have proposed a similar strategy.

Our guidance on this matter is for Wyoming to administer the college entrance examination as well as the Proficiency Assessment for Wyoming Students (PAWS) in grade eleven on the next scheduled administration. Data from both assessments could be used to prepare information for the peer review process. Wyoming could then submit technical information for peer review in the fall and the U.S. Department of Education could render a decision before the next spring administration.

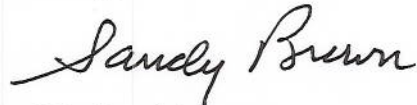
400 MARYLAND AVE., SW, WASHINGTON, DC 20202  
<http://www.ed.gov/>

*The Department of Education's mission is to promote student achievement and preparation for global competitiveness by fostering educational excellence and ensuring equal access.*

We appreciate Wyoming Department of Education staff's foresight in anticipating the need for administering both assessments in order to generate data for the peer review and maintain continuous accountability during the transition to a new assessment. Considering all the steps in the development of an assessment system prior to standard setting, the Department expects standards setting activities to occur in the summer of 2013-2014. At that point, PAWS could be replaced with a new system if all technical requirements are met and approved.

If you have any questions on the peer review or waiver process please contact Valeria Ford ([Valeria.Ford@ed.gov](mailto:Valeria.Ford@ed.gov)) or Carlos Martinez ([Carlos.Martinez@ed.gov](mailto:Carlos.Martinez@ed.gov)) of my staff.

Sincerely,

A handwritten signature in cursive script that reads "Sandy Brown".

Paul S. (Sandy) Brown  
Acting Director  
Student Achievement and School  
Accountability Programs