

Summary of School Activities



For additional information, go to <http://nces.ed.gov/timss> or the TIMSS international website at <http://timss.bc.edu>.

For questions about TIMSS 2015,
contact the toll-free TIMSS information
hotline at 855-445-5604
or email TIMSS@westat.com

OMB # 1850-0695



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Trends in International Mathematics and Science Study (TIMSS) **2015**



41179.0514.611010301

SUMMARY OF SCHOOL ACTIVITIES: TIMSS 2015

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	Fall 2014	January-March 2015, Prior to assessment day	March 30–May 29, 2015 Assessment day	Benefits
Principal	<ul style="list-style-type: none"> ■ Designate a school coordinator 	<ul style="list-style-type: none"> ■ Complete a brief school questionnaire on the characteristics of the school, its enrollment, resources, policies, and learning environment (available online or hardcopy) ■ Share the importance of participation in the study with school staff 	<ul style="list-style-type: none"> ■ Support assessment day activities ■ Encourage students to participate and do their best on the assessment 	<ul style="list-style-type: none"> ■ Represent other similar U.S. schools ■ Receive a \$200 check for the school ■ Receive a confidential report on how students selected from your school performed on TIMSS assessment questions that are made public
School coordinator	<ul style="list-style-type: none"> ■ Confirm an assessment date convenient for your school 	<ul style="list-style-type: none"> ■ Arrange assessment day location ■ Confirm date and location with TIMSS assessment staff ■ Provide class lists and student lists through online MyTIMSS portal ■ Notify teachers, selected students, and students' parents of the study and benefit of participating ■ Work with assessment staff to identify students with special needs ■ Coordinate the principal's completion of the school questionnaire (online or hardcopy) ■ Coordinate the teachers' completion of the teacher questionnaire (online or hardcopy) ■ Distribute parent notification letters to parents of selected students 	<ul style="list-style-type: none"> ■ Confirm space for assessment is problem-free ■ Collect complete school and teacher questionnaires (if not completed online) and give to assessment staff ■ Ensure all sampled students attend the assessment session ■ Meet with assessment staff and provide feedback about the assessment process 	<ul style="list-style-type: none"> ■ Receive a \$100 personal check ■ Opportunity to participate in a professional development web seminar series on international assessments and educational policy
Teachers of sampled classes		<ul style="list-style-type: none"> ■ Complete online teacher questionnaire 		<ul style="list-style-type: none"> ■ Represent U.S. teachers in the international study results ■ Opportunity to participate in a professional development web seminar series on international assessments and educational policy
Selected students			<ul style="list-style-type: none"> ■ Attend the assessment session, complete the assessment and student questionnaire 	<ul style="list-style-type: none"> ■ Receive a small thank-you gift ■ Represent the United States in the international study
TIMSS representative	<ul style="list-style-type: none"> ■ Work with the school to confirm an assessment date ■ Help school coordinator with assessment details and logistics ■ Protect school and student confidentiality 	<ul style="list-style-type: none"> ■ Call the school coordinator to discuss assessment day location and student participation ■ Review selected classes with school coordinator 	<ul style="list-style-type: none"> ■ Conduct assessment from start to finish ■ Furnish all the assessment materials, pencils, and test booklets ■ Conduct a brief debriefing interview with the school coordinator at the end of the assessment ■ Maintain security of all materials 	<ul style="list-style-type: none"> ■ Ensure quality and uniformity of data collected across the United States