



Wyoming Department of Education

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MEMORANDUM NO. 2009-153

TO: School District Superintendents
District and Building Special Education Directors
Principals
District and Building PAWS Coordinators

FROM: Charlene Turner, Assistant Director of Alternate Assessment
Bill Herrera, Director of Test Development and Research
Standards and Assessment Unit

DATE: September 25, 2009

SUBJECT: Administration and Scoring Trainings for the **2010 Proficiency Assessments for Wyoming Students – Alternate (PAWS-ALT)**

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REQUIRED 2010 PAWS-ALT TRAINING FOR TEST ADMINISTRATORS AND SECOND SCORERS

Updated Information

The Wyoming Department of Education is providing required administration and scoring training for all qualified personnel who will serve as Test Administrators and/or Second Scorers for the 2010 Proficiency Assessments for Wyoming Students – Alternate (PAWS-ALT). Completion of training requirements ensures the accurate administration of the PAWS-ALT providing meaningful results with regard to individual student academic achievement. This year's training consists of two phases: **Phase I and Phase II.**

Phase I training requires attendance of **PAWS-ALT Test Administrators** at one of the four regional trainings to be provided the week of November 2 - 6, 2009. Registration for this training is completed online. Please refer to the attached 2010 PAWS-ALT Training Notice for registration and training details.

Phase II training requires completion by both **PAWS-ALT Test Administrators** and **Second Scorers** of online administration and scoring training prior to PAWS-ALT test administration. Details of Phase II training will be provided at the Phase I trainings.

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First year Test Administrators and former Test Administrators are provided with an opportunity to attend a PAWS-ALT Training Webinar to provide an overview of the PAWS-ALT prior to attending the Phase I Regional Trainings. The webinar is scheduled **for Wednesday, October 21, 2009 from 1:30 – 3:30.**

Further information regarding Phase II PAWS-ALT Online Training and the PAWS-ALT Training Webinar will also be provided via a Superintendent's Memo in early October.

Please contact Charlene Turner at cturne@educ.state.wy.us or 777-7322 if you have questions.

CT:al

Attachment

The Wyoming Department of Education presents the
2010 PAWS-ALT
Administration and Scoring Trainings

Attendance at one of the **Phase I regional training** sessions and completion of **Phase II PAWS-ALT Online Training** are required for certified teachers and other certified personnel who will administer the 2010 PAWS-ALT, Wyoming's alternate assessment for students with the most significant cognitive disabilities. Second Scorers are only required to complete the **Phase II 2010 PAWS-ALT Online Training**.

2010 PAWS-ALT Administration and Scoring Trainings

- **Phase I training** requires attendance of PAWS-ALT Test Administrators at one of the four regional trainings to be provided the week of November 2 - 6, 2009.
- **Phase II training** requires completion by both PAWS-ALT Test Administrators and Second Scorers of online administration and scoring training prior to PAWS-ALT test administration. Details of this online training will be provided to Test Administrators at Phase I trainings as well as through an additional Superintendent's Memo in mid-October.
- **Additionally**, attendance at a webinar is extended to first year PAWS-ALT Test Administrators as well as previous Test Administrators to provide an overview of the 2010 PAWS-ALT. The webinar is scheduled for Wednesday, October 21, 2009 from 1:30 – 3:30. Additional information will be provided through a Superintendent's Memo in mid-October.

Phase I Regional Training

Who: Special Education Teachers of students with the most significant cognitive disabilities or other certified personnel who will be directly responsible for administering, scoring, compiling, and submitting the 2010 PAWS-ALT. Attendance is required each year to ensure an accurate administration of the PAWS-ALT resulting in meaningful individual student results.

What:

- Administration and Scoring of the Student Performance Events
- Aligned assessment tasks for the Portfolio of Student Work (PSW)
- Documentation of student work and submission for the PSW
- Interactive scoring activity for the PSW including review of scoring rubrics and "look fors" during scoring
- Use of grade appropriate materials and adapted books
- Updates for online training requirements and professional development opportunities
- Distribution of resource materials

Time: 8:30 – 4:30

Lunch: On your own

How: Registration is online. To register, please visit:

<http://www.zoomerang.com/Survey/?p=WEB229NET5XXVH>

and complete your registration no later than Monday, October 26, 2009. If you have difficulty registering online, please contact Tracy Stibitz at tstibi@educ.state.wy.us or (307) 777-7963.



The Wyoming Department of Education presents the
2010 PAWS-ALT
Administration and Scoring Trainings

Phase I Training for Test Administrators

Please plan to attend one of the regional trainings during the week of November 2-6, 2009 at any location listed below.

Rock Springs / November 2, 2009

Training Location & Rooms Available:

America's Best Value Inn
2572 Foothill Blvd
(307) 362-9600

Lander / November 3, 2009

Training Location & Rooms Available:

Best Western Inn at Lander
260 Grand View Dr
(307) 332-2847

Buffalo / November 5, 2009

Training Location:

Bozeman Crossing Conference Center
675 E. Hart

Rooms available at:

Holiday Inn Express
106 E HWY 16
(307) 684-9900

Cheyenne / November 6, 2009

Training Location and Rooms Available:

Historic Plains Hotel
1600 Central Ave
(307) 638-3311

A block of rooms is being held at each location. Call and mention the Wyoming Department of Education PAWS-ALT Training for the state rate.

Please contact Charlene Turner at cturne@educ.state.wy.us if you have questions.

*We look forward to supporting your administration of the
2010 PAWS-ALT
through multiple training opportunities.*

See you in November.

