



WYOMING
DEPARTMENT OF EDUCATION

*Creating Opportunities
for Students to Keep
Wyoming Strong*

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MEMORANDUM NO. 2016-094

TO: School District Superintendents
Principals
Curriculum Coordinators
Perkins Coordinators
CTE Teachers

FROM: Brent Bacon, Chief Academic Officer

DATE: August 15, 2016

SUBJECT: Subject Matter Experts Needed for CTE Assessment Review -
Business/Marketing and FACS

SUBJECT MATTER EXPERTS NEEDED FOR CTE ASSESSMENT REVIEW

The Wyoming Department of Education is seeking subject matter experts for Career and Technical Education (CTE) assessment reviews. Four years ago, teams of local subject matter experts developed Wyoming Technical Skill Assessments that align to the C/VE Standards in the areas of Business, Marketing, Finance and Family and Consumer Sciences. They were developed in order to measure student technical skill attainment in the respective CTE program areas. Attainment percentages for all secondary CTE programs supported by Perkins funds are annually reported to the Office of Career, Technical, and Adult Education in compliance with federal reporting requirements set forth by the Carl D. Perkins Act of 2006.

Assessments in the following subject areas need review:

- Accounting
- Business Technology & Operations
- Child Development
- Finance
- Food, Nutrition & Wellness
- Life Management
- Marketing, Management & Entrepreneurship
- Professional Foods
- Textiles
- Tourism, Hospitality & Lodging

Teams will be responsible for addressing the validity, reliability and accuracy of the assessments. They will review each title in the context of current standards, the October 2015 Wyoming Assessment Task Force recommendations, and Wyoming HB 0019, Enrolled Act 55 (passed in the 2016 Budget Session of WY Legislature).

The dates for the assessment review are October 31, 2016 - November 2, 2016 in Cheyenne. At least five subject matter experts will be needed for each review team, and one team will be responsible for reviewing each of the 10 titles listed above. Each subject matter expert will receive a \$500.00 participation stipend. If you are interested in participating, complete the subject matter expert application [here](#) before October 3, 2016.

If you have any questions, please contact Loralyn O’Kief at 307-777-3549 or loralyn.okief@wyo.gov, or Tonya Gerharter at 307-777-6808 or tonya.gerharter@wyo.gov.