**Scoring Notes  
3-8 ELA & Math 2012**

**Scheduling of Dates**

* One grade/per day vs multiple grades/day
  + Need additional support for multiple grades/day
* Overlap of scoring and test administration days
* Scheduling adj. grades on back-to-back days (ex. 7, 8)
* Plan for “closed” day

**Scheduling Hours**

* Some tests (ELA) 1 day to score – was rushed
* Time for ELA
* People leaving
  + Hours stuff?
  + Contractual
  + Address in advance
  + Having enough scorers
* Pressure to limit practice, training – get it done, pressure to finish
* Clarity & repeat comm of hours

**Scheduling Scorers**

* Prename fac is needed
* Scorers traveled
  + Bank of scorers – from retirees
  + Scoring overlap with adm of other test
* HS (& other upper level) teachers scoring tests
* People leaving before scoring was an issue (esp. coaches)
* Scorers felt pressure to finish
* Subs for scorers who were absent
* Communication from planning committee →district →scorers
* Number of scorers required →how to supply qualified teaches (eg. Math)

**Roles (BOCES, district, clerical)**

* Good organization
* Smooth operation
* Clear identification of roles & responsibilities
* Sufficient clerical support
* Written out step-by-step clerical process
* Clerical support →trained, experienced – clear process
* 2 pt of contact for clerical
* Some sites – clerical was down – others were getting in/out
* Scoring leaders, if co-training, should meet/work ahead of time
* Amount of time spent preparing by scoring leaders
* Need training/process for table facilitators

**Daily Mechanics of Scoring**

* Randomization of scorers vs. randomization of papers
* Spirit of regs →randomization
* Process of making sure papers are scored by ≥ 3 scorers
  + Split the room →separate Qs
  + Distribute & collect papers x4
  + Score separate Qs at table
* Need additional time for training, practice, CAS

**Daily Mechanics of Handling**

* Very specific protocol for handling
* Sufficient clerical support
* One point of contact/manager of the process
* If papers are randomized → will need additional support

**RIC**

* Communication glitch – who should be called to correct errors/supply missing info? (vested interest)

**Other**

* Snow day!
* Interpreters/translators for test administration?
* Size of sites – what is optimal?
* Concern about # of errors during testing/scoring
* Support from Pearson – inter-site reliability