

**Excerpts from DRAFT Agreement to Purchase Services  
That Pertain to Alternate Assessment (PAAP)  
Rider A  
Specifications of the Work to be Performed**

***Access and Opportunity for all Maine Students to Demonstrate Achievement of High Standards:***

*All aspects of the Maine Educational Assessment (MEA) program, including No Child Left Behind (NCLB) accountability requirements, described in this Agreement will be designed for the inclusion of all students in the assessment process. This includes special education students, students identified under Section 504 of the Rehabilitation Act, and Limited English Proficient (LEP) students. Those students whose accommodations are so significant that their participation in the MEA tests would compromise its content validity will participate in the alternate assessment processes. All planning, development and administration of the MEA program strive to achieve fair access and opportunity for all students.*

**Outcome 1: Operational Plan**

**Achievement of MEA program integration and operational efficiency in producing the individual student academic performance information needed for student and school accountability as required by Maine’s *Learning Results* and the federal *No Child Left Behind Act (NCLB)* requirements.**

***Implementation Schedule: Outcome 1 will begin immediately and continue through the Agreement period ending June 30, 2007.***

**Indicator 1:**

The Provider will coordinate all technical and logistical services in a unified manner to achieve an integrated approach in implementing the MEA program components:

- English Language Arts (ELA)-Reading and Mathematics assessments in grades 3 – 8
- Science/Technology assessments in grades 4 and 8
- ELA-writing assessment in grades 5 and 8
- MEA computer-based assessment in grade 8
- Alternate Assessments for English Language Arts (ELA)-Reading and Mathematics in grades 3 – 8, 10, and 11, and writing in grades 5, 8, 10 and 11.
- Alternate Assessments for Science/Technology at grades 4, 8 and 11.

**Indicator 2:**

The Department will coordinate the MEA program components in a unified manner to achieve an integrated program.

**Measure 8:**

To ensure consistent and clear communication, the MEA Alternate Assessment Leaders will hold monthly meetings with the Provider to discuss and make decisions in areas including, but not limited to policy, administration, scoring, analysis, and reporting.

**Deliverable 1:** Department and Provider staff will hold monthly meetings, scheduled to coincide with the Alternate Assessment Work Collaborative meetings when possible.

**Indicator 3:**

The Department will appoint advisory committees on the development and implementation of the MEA program components as a resource to both the Department and the Provider.

**Measure 4:**

The Alternate Assessment Work Collaborative will review and advise the Department on development of alternate assessment materials and processes to be considered. The Alternate Assessment Work Collaborative will meet approximately bi-monthly. Provider staff attendance is required for specific issues.

**Deliverable 1:** The Department will appoint and provide logistical and financial support for the Alternate Assessment Work Collaborative. Provider staff attendance as required.

**Measure 5:**

The alternate assessment advisory group will meet twice a year to provide input from a wide variety of stakeholders. Provider staff attendance and consultation is required for the 2 meeting days.

**Deliverable 1:** The Department will appoint and provide logistical and financial support for the alternate assessment advisory group. Provider staff attendance is required.

**Outcome 2: *Development Requirements***

**Development of assessments, designed to include all students, which meet the requirements of Maine’s *Learning Results* and the federal *No Child Left Behind Act*. This outcome includes the following assessment and field test development of MEA program components:**

- ELA-reading and mathematics grades 3 – 8, measuring enhanced grade level expectations (GLE).
- science/technology grades 4 and 8 , measuring enhanced GLEs.
- ELA-writing prompts for grades 5 and 8
- alternate assessment task development for grades 3-8, 10 and 11 in reading and mathematics, and for grades 5, 8, 10 and 11 in writing.

***Implementation Schedule: Outcome 2 will be implemented to meet the administration schedule of March 5-23, 2007 for the MEA, and September 2006 – April 7, 2007 for the MEA PAAP.***

**Indicator 1:**

The Provider will advise the Department on the test design and item development and selection process for the MEA content areas assessed at grades 3-8. The Provider will complete MEA item development by December 2, 2006 for the 2007 school year assessment. Sufficient field test items must be selected or developed to meet the operational needs of the focused 2007-08 design for all grades assessed. Alternate assessment tasks must be completed by June 29, 2007 for the 2008 school year assessment.

**Measure 3:**

The provider will provide all necessary materials for the review of, draft alternate assessment tasks in reading and mathematics at regularly scheduled Alternate Assessment Work Collaborative meetings. The provider will facilitate this portion of the meeting and document comments.

**Deliverable 1:** Draft alternate assessment tasks in reading and mathematics.

**Indicator 3:**

The Provider, cooperatively with the Department's alternate assessment staff, will review the design and materials needed for the scoring of the Personalized Alternate Assessment Portfolio (PAAP) at grades 3-8, 10 and 11 for the 2006-07 school year. The Provider, in collaboration with the Department's alternate assessment staff, will develop alternate assessment tasks for use of students at grades 3-8, 10 and 11.

**Measure 1:**

The Provider cooperatively with the Department's alternate assessment staff will review the design and materials needed for the scoring of the Personalized Alternate Assessment Portfolio (PAAP) at grades 3-8, 10 and 11 for the 2006-07 school year.

**Deliverable 1:** The review of design and materials.

***Outcome 3: Training Programs and Technical Support for School Personnel***

**Training programs and technical support for school personnel conducted on the topics of proper test administration, and analysis and use of assessment reports.**

***Implementation Schedule: Outcome 3 will be scheduled to support the implementation of the MEA programs throughout the Agreement period.***

**Indicator 2:**

The Provider, in conjunction with the Department, is responsible for training in the administration of MEA program assessments.

**Measure 5:** The Department is responsible for training and professional development for school personnel in the PAAP process. The Provider will support training and professional development through consultation and attendance at one site of each training session.

**Deliverable 1:** Consultation for training and professional development and attendance at one site of each training session.

### **Outcome 5: *Scoring and Analysis***

**Scoring and analysis that meet technical standards to accurately reflect measurement of Maine's *Learning Results* and federal accountability requirements under *No Child Left Behind (NCLB)*.**

***Implementation Schedule: Outcome 5 procedures for scoring and analysis will be completed by June 15, 2007.***

#### **Indicator 1:**

The Provider is responsible for scoring student responses accurately.

#### **Measure 2:**

The Provider, in collaboration with Department staff, will provide leadership for 2 five-day PAAP regional scoring sessions and one ATM session for table leader training during April/May 2007 to score all PAAPs.

- The Department and the Provider will meet to define training and procedural changes needed for scoring.
- The Department will secure sites for scoring and be responsible for costs relating to the operation of the sites.
- The Provider is responsible for recruiting scorers and arranging overnight accommodations.
- The Provider will be responsible for providing staff to lead the table leader ATM training sessions and scoring sessions (in collaboration with Department staff), and for managing the logistics of the scoring process. This will include preparing and printing of materials needed in the scoring process, for example the scoring guide, presentation materials, data bases, and participant materials.
- The Provider will be responsible for the costs for all PAAP portfolios to be shipped from schools for login, preparation for scoring, and return of the PAAPs to schools.

**Deliverable 1:** Materials for, and conducting of, scoring sessions as described above

## Outcome 6: *Reporting*

**Produce reports on MEA and grade 11 assessment results that communicate individual student, school, and district achievement of Maine’s *Learning Results* to parents, teachers, and citizens. Collectively, these reports respond to the State’s need for accountability in public education, and are distributed to school superintendents for distribution to schools.**

*Implementation Schedule: Outcome 6, implemented to report the school-year results for students, schools, districts, and the State, will be met on or before July 1, 2007).*

### **Indicator 1:**

The Provider will produce individual student reports that clearly convey to the parent or legal guardian the progress of his/her child in achieving *Learning Results* in ELA-writing, ELA-reading, mathematics, and science & technology for grades 3 – 8, and critical reading, writing, and mathematics for grade 11.

#### **Measure 2:**

The Provider will prepare an Individual Student (Parent) Report for each student participating in PAAP that will convey student results for the content area based on state performance criteria and standards, as well as charts explaining score, level of complexity, level of assistance, and level of accuracy descriptors.

**Deliverable 1:** The Individual Student Report on the MEA PAAP, on paper.

### **Indicator 6:**

The Provider will develop and produce a *2006-2007 Maine Assessment Technical Manual* that describes the technical qualities of the MEA programs and the AYP accountability system. The Technical Manual will also include a discussion of the grade 11 assessment reporting characteristics.

#### **Measure 1:**

The *Maine Assessment Technical Manual* for the MEA will include at least the following topics with supporting Appendices: Background and Overview, Overview of Test Design, Test Development Process, Design of English Language Arts Assessment, Design of the Mathematics Assessment, Design of the Science & Technology Assessment, Test Administration, Scoring, Equating and Scaling, Item Analyses, Reliability, Validity, Score Reporting, PAAP, and AYP. The grade 11 assessment technical analysis will encompass only reporting and may be reported in a separate document.

**Deliverable 1:** The *Maine Assessment Technical Manual*, available both on paper and as an electronic file, by January 31, 2008.

#### **Measure 3:**

The PAAP section of the *Maine Assessment Technical Manual* will include evidence of the technical quality of the PAAP, including reliabilities for student subpopulations, generalizability studies, inter-rater consistency in scoring of

constructed response items, and conditional standard errors of measurement for each cut score.

**Deliverable 1:** Documentation of evidence cited in Measure 3 above.

### **Outcome 7: *Policy and Operational Studies***

**Policy and operational studies that are designed to improve the effectiveness of MEA/ grade 11 assessment programs' assessment strategies and reporting of results. The studies to be undertaken in 2006-07 include standard setting in writing, as well as conducting studies to explore the comparability of student responses on the MEA Online.**

*Implementation Schedule: Outcome 7 will be completed by specified dates throughout the Agreement period.*

#### **Indicator 2:**

The Provider will recommend and implement standard setting methodologies for the alternate assessment at grades 3-8, 10 and 11 in reading and mathematics, at grades 5, 8, 10 and 11 in writing, and grades 4, 8 and 11 in science to effect the reporting of 2006-2007 test results. The standard-setting methods will utilize the results from the 2006-2007 alternate assessment.

#### **Measure 1:**

The Provider will recommend methodologies for setting alternate assessment standards to the Technical Advisory Committee.

**Deliverable 1:** Recommended standard setting methodologies for alternate assessment.

#### **Measure 2:**

The Provider will implement the approved standard-setting methodologies in conjunction with the 2006-2007 assessment and report the findings to the Policy Advisory Committee on a schedule to be determined by the Department.

**Deliverable 1:** Implementation of the approved standard setting methodologies.

**Deliverable 2:** The report of the findings from the approved standard-setting methodologies.