



Curriculum and Instruction  
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May 1999

**TO:** District Superintendents of Schools  
Superintendents of Public and Nonpublic Schools  
Principals of Public Schools  
Principals of Nonpublic Schools

**FROM:** Lynn A. Richbart

**SUBJECT:** Scoring Grade 4 and 8 Mathematics Assessments

### Scoring Training

During the week of June 7-11, 1999, Measurement Incorporated, a subcontractor to CTB/McGraw-Hill, will be holding regional training sessions on the actual test items. They will be distributing anchor papers for each achievement level for the student-constructed responses. Districts should send two representatives to this training, one for grade 4 and another for grade 8. It is recommended that any staff member who has already received training on the generic rubrics and anchor papers of the test sampler be designated as the district's participant for this training. Districts are encouraged to send individuals that are State Mathematics Mentors, Turnkey Trainers (trained by the State last August), or BOCES Assessment Liaisons.

### Training Schedule

**Measurement Incorporated Training  
Regional Site Coordinators – Mathematics  
June 1999**

**Albany (June 7)**

Stevan Abelson  
Questar III BOCES  
(518) 477-4077

**Lake Placid (June 7)**

Carol Jacunski  
Franklin-Essex-Hamilton BOCES  
(518) 483-6420

**Ulster (June 8)**

Jane Bullowa  
Ulster BOCES  
(914) 255-1402

**Syracuse (June 9)**

Pat Richards  
Onondaga-Cortland-Madison BOCES  
(315) 433-2627

**Long Island (June 10)  
Eastern/Western Suffolk**

Robert Bedford  
Eastern Suffolk BOCES  
(516) 244-4269

**Yonkers (June 10)**

Marie Elena Liota  
Yonkers Educational and Cultural  
Arts Center  
(914) 376-8280

**Buffalo (June 11)**

Marilyn Gates  
Erie I BOCES  
(716) 821-7043

**Rochester (June 10)**

Anne Wilkens-Leach  
Monroe 1 BOCES  
(716) 383-2236

**Long Island (June 11)  
Nassau**

Gene Silverman  
Nassau BOCES  
(516) 396-2324

**New York City (June 7, 8 and 11)**

Ellie Freiser  
Division of Assessment and Accountability  
(718) 349-5627

In addition to these live sites, Measurement Incorporated will conduct teleconference versions of the training on the following days:

<b>June 7</b>	<b>Grade 8</b>
<b>June 8</b>	<b>Grade 4</b>

A listing of the Downlink Sites that confirmed participation in these teleconferences by April 12, 1999, appears at the end of this memo. If your BOCES is not listed, please check with them to see if they have been added. Any questions about the teleconferences should be directed to those listed at the end of this document.

**Scoring Committees**

A Committee of at least three teachers designated by the principal must score the tests. Qualified teachers include any teacher or supervisor that has had experience using the rubrics and anchor papers and is familiar with the mathematics included in the items they are scoring. Teachers should divide the open-ended items among themselves so that each teacher scores only a few items. The more teachers on the committee the fewer items each have to score and the faster scoring will be completed. We recommend that teachers from grades 3, 4 and 5 score the grade 4 test and that teachers from grades 6, 7 and 8 score the grade 8 test. These are only suggestions; other qualified teachers or staff may be used. Since one aspect of the scoring is for the teachers to see how their students are performing and, perhaps, to alter their instruction in future years, we strongly recommend that classroom teachers be included in the scoring committees.

The person who trains the scorers from the school should be available for the scoring session to "back read" papers, that is, check to see that all scorers are scoring properly. The trainer should rotate around the room and rescore items of each rater to insure that the scorer is scoring properly and consistently. That trainer should also be available for questions from the scorers concerning unique student responses.

Ten percent of the papers will be scored a second time to provide information on score reliability. If there is more than one team scoring, the second scoring will be done by a second team of scorers. If there is only one team and the number of papers is minimal, the trainer may rescore the papers.

A staff member should be assigned to work with each scoring committee to make sure that answer sheets are being properly bubbled in, that is, act as a quality-control person. Such a person need not be a teacher. Any errors in recording scores should be addressed immediately in the scoring room before scorers leave.

### **Scoring Models**

Schools have already suggested several models for the mathematics scoring:

*School:* Most schools will use a committee of three or more teachers to score the papers at the same time within their building. In most cases the teachers will have substitutes to cover each of their classes. In some cases the members of the committee will engage in scoring over successive days rather than at the same time, allowing one substitute to cover the scorer's classes on different days. At least one school has indicated that their committee will score after student instruction has ended for the school year since the scores do not have to be submitted until June 30. In districts that have more than one school with the same grade level, district staff persons trained by Measurement Incorporated will have to train school trainers, who will train the actual scorers.

*District:* A variation of the school model is to bring all the papers from the district to a central location. Scorers will come from the component schools to be trained directly by those who attended the Measurement Incorporated training.

*Regional:* Some districts will work together to score the papers following the regional scoring model used to score the English Language Arts assessments.

### **Scoring Quantity**

Our experience with scoring field tests this past summer indicates that a committee of three can be expected to score at least 150 student papers in one school day. This number is based on the assumption that all scorers have had some general training, using the holistic rubrics and anchor papers from the test sampler, before the day of the actual scoring. Teachers with this training should need no more than one hour of training before they begin to score. If scorers are not previously trained, more training time will be needed on the scoring day to assure accurate and reliable scores.



*Satellite Teleconference: 4<sup>th</sup> and 8<sup>th</sup> Grade Math  
Scoring Session Downlink Sites*

	City	Organization	Contact Person © Facilitator (f) Technician (t)	Telephone
✓ 2	Brooklyn	Catholic Television Network 1712 Tenth Avenue Brooklyn, New York 11215	Elizabeth Hoey	(718) 494-9705
✓ 1	Carle Place	Nassau BOCES Salisbury Center 718 The Plains Road Westbury, New York 11590-0114	Charlie Dobbs	(516) 622-5700
✓ 1	Castleton	Questar III BOCES 1070 Route 9 Castleton, New York 12033	Debra Lansing	(518) 477-8771
✓ 1	Elmira	Schuyler-Chemung-Tioga 459 Philo Road Elmira, New York 14903	Mimi Heher Darnell Mayo	(607) 739-3581 X2459 (607) 739-3581 X2468
✓ 1	Fredonia	Erie 2 Cattaraugus-Chautauqua BOCES 9520 Fredonia-Stockton Road Fredonia, New York 14903	Penny Lester© Dawn Shannon (f) Brian Straight(t)	(716) 672-4371 X227 (716) 672-4371 X234 (716) 672-4371 X266
✓ 1	Goshen	Orange-Ulster BOCES 53 Gibson Road Goshen, New York 10924	Kay Michelfeld	(914) 291-0228
✓ 1	Lockport	Orleans-Niagara BOCES Kenan Site	Doug David	(716) 439-4334
✓ 1	Mount Morris	Genesee Valley BOCES Lackawanna Avenue Mount Morris, New York 14510	Diana Wyrwa ©	(716) 658-7942
✓ 1	Norwich	Delaware-Chen-Madison-Otsego BOCES 6678 County Road 32 Norwich, New York 13815-3554	Diana Meredith © Liz Jones (t)	(607) 335-1243 (607) 335-1364
✓ 1	Penfield	Monroe I BOCES 2596 Baird Road Penfield, New York 14526	Holly Sharp Cathy Stewart	(716) 383-6603
✓ 1	Plattsburgh	Champlain Valley Educational Services 4 Area Development Drive Plattsburgh, New York 14526	Michael Kiernan© Herb Longware (t)	(518) 561-0100 (518) 963-4116
✓ 1	Poughkeepsie	Dutchess BOCES 50 Dutchess Turnpike Poughkeepsie, New York 12606	Andy Verdon © Dale Hollimen(t)	(914) 486-4840 X3014 (914) 486-4840 X3091
✓ 1	Putnam	Putnam Northern Westchester BOCES 200 BOCES Drive Yorktown Heights, New York 10598-4399	Ed Catapano Andy DeFaio	(914) 248-2226 (914) 248-2375

✓ 1	Spencerport	Monroe 2 BOCES 3599 Big Ridge Road Spencerport, New York 14559	Susan Wells	(716) 352-2700
✓ 1	Steuben	Steuben-Allegany BOCES 6666 Babcock Hollow Road Bath, New York 14810	Linda A. Nichols © Fonda Bronson (f) Judy Nichols	(607) 776-7631  (607) 324-5223
✓ 1	Syracuse	Onondaga-Cortland-Madison BOCES 6820 Thompson Road Syracuse, New York 13221	Bob Bone © Teresa Lazarek (f)	(315) 431-8412
✓ 1	Tompkins	Tompkins-Seneca-Tioga BOCES 555 Warren Road Ithaca, New York 14850	Donald Myers Leo Shaw	(607) 257-1551 X458 (607) 257-1551 X290
✓ 1	Ulster	Ulster BOCES 175 Route 32 North New Paltz, New York 12561	Stephanie Richter William Walton	(914) 255-3040
✓ 1	Utica	Oneida-Madison-Herkimer BOCES Middle Settlement Road New Hartford, New York 13413	Dr. Mary Margaret Snyder	(315) 793-8574
✓ 1	Verona	Madison-Oneida BOCES 4937 Spring Street Verona, New York 13478-0168	Sharon Plumley Karen Beatrice Angus	(315) 361-5661
✓				
✓ 1	Wayne	OSYC Wayne BOCES (Finger Lakes) 121 Drumlin Court Network, New York 14513	Paul M. Stechel © Debbie Reed (t)	(315) 332-7400 (315) 332-7339
✓ 1	Westhampton	Eastern Suffolk BOCES 215 Old Riverhead Road Westhampton Beach, New York 11978	Bob Makson	(516) 288-6224
✓ 1	West Seneca	Erie I BOCES 355 Harlem Road West Seneca, New York 14224	Teresa Nigro-Lawrence © Elise Knibloe(t)	(716) 821-7382 (716) 821-7060
✓ 1	Western Suffolk	Suffolk 3 BOCES (Western Suffolk) 220 Washington Avenue Deer Park, New York 11729	Karla Reiss	(516) 242-1128

LEGEND: 1- BOCES 2-Nonpublic 3-Public Access ✓ = confirmed, Contact = ©, Facilitator = (f), Technician = (t)

Other sites will be added: Call Major Capers, Mike Yates, or John Quinn at (518) 474-5922 for details.

E-Mail: John Quinn: [jquinn@nysed.gov](mailto:jquinn@nysed.gov); Mike Yates: [myates@nysed.gov](mailto:myates@nysed.gov); Major Capers [mcapers@nysed.gov](mailto:mcapers@nysed.gov).

*Additional Satellite Teleconference: 4<sup>th</sup> and 8<sup>th</sup> Grade Math Scoring Session Downlink Sites*

<b>City</b>	<b>Organization</b>	<b>Contact Person © Facilitator (f) Technician (t)</b>	<b>Telephone</b>
Auburn	Cayuga-Onondaga BOCES 5980 South Street Road Auburn, New York 13021	Kim Schuth © Rob Meixner	(315) 253-0361 X149 (315) 253-0361 X126
Binghamton	Broome-Tioga BOCES 425 Glenwood Road Binghamton, New York 13905	Brenda Myers © Stacy Huyck © Jan Orzel (t)	(607) 763-3633 (607) 763-3633 (607) 763-3604
Herkimer	Herkimer BOCES 352 Gros Blvd Herkimer, New York 13350	Paul Preuss	(315) 867-2007 X352
Nassau	Diocese of Rockville Centre 50 North Park Avenue Rockville Centre, New York 11570-4184	Cathy Stare Ellen Fox	(516) 678-5800 ext. 550 (516) 538-8700
New York City	Archdiocese of New York Instructional Television Center Yonkers, New York	Mike Lavery MaryJane Krebbs	(914) 968-2075 (914) 319-8265
New York City	Board of Jewish Education 426 W. 58 <sup>th</sup> Street New York, New York 10022	Rabbi Martin Schloss	(212) 397-1066
Olean	Catt-Alleg-Erie-Wyo BOCES 825 Windfall Road Olean, New York 14760	Kay Buffamante © Hal Elisigan (t)	(716) 372-8293 X297 (716) 372-8293 X231
Oswego	Oswego County BOCES 179 County Route 64 Mexico, New York 13114	Nancie Walter Paul Harris	(315) 963-4296
Saratoga Springs	Washington-Saratoga-Warren-Hamilton- Essex BOCES Myers Educational Center Henning Road Saratoga Springs, New York 12866	Bruce O'Connell © Henrietta Sherman (t)	(518) 581-3750 (518) 581-3780
Weschester	Westchester BOCES (southern)	(914) 345-8500	(914) 592-4438