

January 2010 ES Quiz Questions

Section 1- Dates to Remember and Dated Duties

Which of the following is true? (Best Answer):

- The office mails out all High School Report Cards after January 21, 2011.
- January 21 is NOT the due-date for 1st Semester Report Cards.
- A 19-year old student who failed to complete 25 units in one semester must make up these missed units in the following semester.
- None of the above.

T/F ALL 10th grade students, and qualifying 11th/12th grade students, must take the CAHSEE on February 1 and 2, 2011.

T/F ESs are required to print the parent assessment letters and send to their parents before Feb 28, as well as enter in FRED> Parent Checklist, under the PALTR heading, that they have completed that task.

STAR Writing Assessment

- School must have 95% participating for this assessment
- Is on March 1 & 2 for all 4th and 7th grade students
- ESs need to give parents of students who are required to take the assessment the information and to help them feel comfortable with this assessment
- All of the above

T/F Final date to make any assessment duty trades and to inform the Assessment Department of your trade is March 18

Section 2- Things to Do

Prior to attending your AF meeting, what should you do with the school-wide writing samples to prepare them for scoring?

- Make copies of each student sample, prepare your packets to bring for scoring, and watch the ES video entitled Scoring the 2011 Writing Assignment.
- Watch the ES video entitled Scoring the 2011 Writing Assignment, make one copy of each student sample, prepare your student packets, and score each one prior to attending your meeting so you can get a final averaged score of yours and the other scoring ES.
- Watch the ES video on Scoring the 2011 Writing Assignment, and collect all samples from your students checking to make sure that you have them all.
- Collect all samples, score each student sample one time, prepare student packets, and watch ES video on Scoring the 2011 Writing Assignment.

Which is the correct order for how to staple the writing samples for scoring?

- School-wide writing prompt, student sample, rubric
- Rubric, school-wide writing assignment prompt, student writing sample
- Student writing sample, rubric, school-wide writing sample
- None of the above—do not staple until after they are scored

What should you do with the original final scored writing sample packet?

- Return it to the parent at the February LR meeting, giving feedback to the parent.
- If student scored below proficient, return it to the parent and offer feedback, then ask them to have the student redo the prompt for a better score
- Remove the rubric sheet, enter the number in Webfiles, and send just the original sample to the office
- Mail the scored original packet to the office after entering the score in Webfiles

Your OG/SS Mid-Year ES Records Check must be completed by:

- a. February 25, 2011
- b. January 25, 2011
- c. February 5, 2011
- d. January 20, 2011

T/F - the ES Self Evaluation is to be mailed, faxed, or emailed to your Advisor by March 4th.

T/F - Before using the sample emails, remember to check any links or specific info by school year before sending out, as it is only a template and you may need to add the specific details.

When a parent has a question you are unsure of or wants to speak to someone else besides you, please ONLY do the following:

- a. Refer them to your advisor, or ask your advisor their question/concern
- b. Refer them to the office
- c. Call the office to get the answer from that department
- d. Refer them to the correct department head at IEM or the school director

Section 3 - Training Items

After I renew my credential online I should forward a copy of it to:

- a. Linette Harris in ES Training
- b. Cary Sharp in personnel
- c. My Advisor
- d. Linette and Cary

T/F Attending a CALSTRS workshop is only worthwhile if I've taught for several years.

T/F The No Child Left Behind (NCLB) Act is now referred to as the Elementary and Secondary Education Act (ESEA).

T/F Under the new ESEA regulations, a student taking dance to satisfy the visual and performing arts (VAPA) requirement should have his/her report card coded 0=n/a on the HQ section of the report card line for this course.

T/F The new ESEA regulations do not affect teachers who have already obtained their NCLB certification in that core subject area. Those certifications are still good to go!

Items that are consumable on your list will automatically disappear from your list at the end of 1 year. You only need to actually go into your consumable list to mark them "consumed" for the following reasons EXCEPT:

- a. They were imported as non-consumables, but were actually consumed, and are not with a family currently—we want them marked consumed and purged from our current system.
- b. The item was originally not a consumable item, but the family treated it as such, and therefore you must now mark it as consumable to get it off of your list.
- c. A family drops from the school (for any reason)—we want their "list" totally clear or everything left on it marked "lost" or "damaged" and submitted as a MM. Therefore if items have been consumed, you will need to mark them "consumed" so they leave their list ASAP after they drop.
- d. If you will be collecting a "consumable" to share with other families, then move it to the non-consumables list as soon as you receive it (or mark it on your PO when you place the order) so it does not "disappear" when you still want to track it.

An ES with 12 students is going on a trip for 2 weeks out of the state in between learning record periods. He has informed his families, taken care of any needs they have in advance, completed all learning record meetings, asked his advisor if she would cover for him in case of an emergency, will not miss his ES group meetings and will be back

in time to complete all assigned proctor duties, and informed his advisor and school director of his plans and that he will be available by email. This type of leave would be considered:

- a. A much-needed vacation!
- b. An official leave, where students would need to be transferred to another ES.
- c. A planned short term ES unavailability, and not an official school leave
- d. Abandonment of the job

For students taking A-G classes, the following must be true:

- a. Students must receive a semester grade of "A" or "B" or "C" in order for the semester to be counted as a-g.
- b. If a student receives a C grade or lower, the course title must be changed to a regular (not a-g) course.
- c. Students must complete all 5 credits in one semester in order to receive a-g status.
- d. All students taking an a-g course through independent study must take a Parent or ES administered midterm and final exam for each course.

T/F An ES may not assign an incomplete for a high school course while waiting for students to turn in work. They must assign credits based on work completed within the semester's time limit.

T/F In high school courses, credits awarded should be based on the amount of standards completed for the course, NOT the amount of the total body of work completed.

You should never add grades/credits on the report card for these special circumstances EXCEPT for:

- a. An Algebra 1 course taken in 7th/8th grade NOT for HS credit.
- b. An A-G class without permission from the guidance counselor.
- c. An ROP class.
- d. An SME CP course without first consulting with the SME.

T/F If you have a dispute with the grades/credits awarded by the SME, you may override the SME's final determination after discussing with the SME and getting approval from your advisor.

Section 4 - Messages from School Departments

T/F It is up to the assessment department to find a replacement for you if you cannot proctor your assigned days.

If your student needs to change sites, you need to:

- a. Let the assessment department know about the switch a week before the sites testing date.
- b. Contact Fina no later than February 28th at assessmentclerk@ieminc.org and tell her which site the student would like to switch to.
- c. Tell the student to just pick a site and show up.

If the CAHSEE starts at 9:00am, students should show up at:

- a. 9:00am
- b. 10:00am
- c. 1:00pm
- d. 3:00pm

T/F 11th grade students that signed up to take the EAP test can either take it at a test site or individually with their ES as long as they do it by March 31st.

The STAR assessment letter must be printed and out and given to your students/ parents by :

- a. February 1st
- b. February 15th
- c. February 28th
- d. March 1st

If you are unable to make your assigned proctor day/ location you must:

- a. Contact the assessment department so they can make a switch
- b. Make a switch with another ES.
- c. Let the assessment department know of any proctoring switches.
- d. b and c

T/F For API and AYP purposes, we need to have at least 90% participation for all 10th graders at the February CAHSEE.

T/F If a prospective May 2011 graduate has an active IEP/ 504 but has not yet passed the CAHSEE, he/she must obtain board approval in order to receive a diploma.

To apply for CalGrant money the student needs to have the completed form mailed by:

- a. March 2nd and preferably proof of mailing by this date with GPA certification.
- b. February 25 and preferably proof of mailing by this date.
- c. April 2nd and preferably proof of mailing by this date.
- d. March 2nd and GPA certification with a copy of the transcript attached.

Which of the following is not true for educational activities and payment checks:

- a. Keep the PO in the student's file for reference to check if it has been used at the LR meeting.
- b. If the check is used mail a receipt up to IEM.
- c. If not used the ES must ask for the check back and mail back to IEM when they drop or by the last day of the school year if they are a continuing student.
- d. If a family has not used the payment check for the current school, have them keep it to roll over for the next year as they might need to use it for that school year.

T/F EL students are now required to practice 1 $\frac{1}{2}$ hours per day in English listening/speaking activities using Rosetta Stone curriculum, for those EL students who are not using a different English speaking curriculum already.

T/F Parents choosing to attend a GEA with their child may use their child's IF monies to pay for their own adult tickets to those events. Also we will need to know if they are cancelling in advance so we can credit the IF account back to the amount that was deducted.