

October 2010/11 ES Quiz Questions

Section 1- Dates to Remember and Dated duties

By Nov 19th, you must do all of the following except :

- Last day to complete and submit SA's for continuing students with us for second semester
- Last day to complete Phase 1 of the Materials import cleanup.
- Last day to create a high school report card for your 7th/8th grade students taking Algebra 1 NOT for High School credits
- Last day to submit High school report cards for first semester graduates (complete and click "Done")

T/F ESs must continue to *vigorously* collect portfolio pieces from their families by December 15th.

T/F Second semester funding will be deposited on Nov 17th. Do not spend any 2nd sem funding for any student who does not have a signed SA in our office.

For ESs who were with us last year and wrote "ES Goals", what is the date that you need to have entered a short written progress report on how you have met your goals?

- November 1, 2010
- November 30, 2010
- November 17, 2010
- November 12, 2010

The due date for all materials import cleanup is:

- January 14, 2011
- December 3 2011
- December 3 for phase 1 and January 14 for phase2
- January 14 2011 for phase 1 and phase 2

T/F The SME courses for 2nd semester will automatically roll over with the course previously taken from the first semester. For example Algebra A will roll over to Algebra B and ESs will need to check for correct sign ups and approve their students .

T/F All student agreements and rollsheets should be mailed after the winter break as the office staff will be on vacation and not processed until they return on the first day of the 2nd semester.

Section 2- Things to Do

The first thing you should do when you have a situation that might turn into a truancy is:

- Mail a truancy letter
- Discuss with your advisor
- Discuss with the family
- Document in the learning record

Regarding SME Courses the following is INCORRECT :

- Work samples should be sent to the SME by January 7, 2011.
- New enrollees can sign up for 2nd semester classes any time.
- To remove a student from an SME CP course you must email cp@ieminc.org.
- Students who are in an "A" class (e.g. Algebra A) for the fall semester will automatically be rolled over and enrolled in the "B" class (e.g. Algebra B).

As an ES with an enrolled special ed student, you are responsible for:

- Be the liaison between the special ed department and your special ed student
- Provide curriculum & tutor guidance for special ed services
- Attend IEP meetings

d. Place orders for special ed materials

Section 3 - Training Items

T/F Prior to attending your AF meeting, you need to watch one of the 3 Webex recordings: Vendor Request Webex, PO Inquiry Webex, or Reconciling Parent Account WebEx.

T/F According to the Vendor Approval Policy the parent is the person who should ask the questions of the vendor on the Vendor Approval Checklist. The parent then gives the completed form to the ES who is responsible to enter the vendor request in the database.

T/F Use the Notes section in the Materials List in in FRED to identify items that have gone to other ESs.

T/F If you have items on your Materials List you are not sure about, you should email your advisor with the list of those items

T/F You should complete reviewing with your families all the non-consumable items on their list and make sure you have the items with the correct family

According to the Dual Enrollment Policy:

- a. ESs are responsible to go over the dual enrollment policy as outlined in the 1st Meeting Information Sheet, and remind the parent every time they complete a SA with the student/family
- b. ESs are responsible to ask questions regarding any extra-curricular classes a student is taking, and the ES should ask the name of the organization, the amount of time a student is participating in the classes, and what classes the student is taking
- c. If an ES is suspicious about a class or program a student is participating in, the ES should communicate with his/her advisor ASAP
- d. All of the above, plus in addition to all of the above, the ES should be aware that determining dual enrollment is not always a simple process and the ES is ultimately responsible to uphold our school policies.

The role of the ES for high school students:

- a. May need to provide an AESS contract to keep the student on track
- b. Provide reminders that high school course standards must be met to receive grades/credits
- c. Keep tabs on what needs to be met to meet educational goals
- d. All of the above

T/F The December Portfolio meeting is an opportunity to finish up your portfolios by filling out labels, assembling pieces, and getting the envelopes ready.

A Special Ed student may receive a high school diploma if:

- a. They pass both sections of the CAHSEE
- b. They attempt both sections of the CAHSEE twice and complete all required coursework
- c. Complete all required coursework (210 credits)
- d. None of the above

Section 4 - Messages from School Departments

New features in FRED include:

- a. Viewing vendors or CP instructors by their status -- active, prospective, denied, or inactive.
- b. Ability to create forms in FRED for all students - active, prospective, or inactive
- c. Easier accessibility to pre-populated GEA permissions slips.
- d. All of the above.

T/F If you have a student requiring CAHSEE intervention . . . you need to enter his/her Intervention plan into a new field that is now available in FRED

Which of the following statements is NOT true about the new FRED feature that automatically let's you print CAHSEE/ STAR test letters to give families:

- a. Print the test letters out immediately to send to your parents.
- b. Wait until you receive a list serve message from the assessment department before printing the test letters out for your parents.
- c. If you have questions about the procedure contact the assessment department.
- d. This tool is available in the View -> Testing -> CAHSEE or STAR -> Attendance area of FRED.

T/F Parents do not need to bring the permission slip for collection to the GEA.

T/F The school-wide writing assignment should be collected at your December LR meeting.

T/F November is the ideal time to start the paperwork work if your student is interested in attending a community college for spring semester.

The following is/are due November 19, 2010 (best answer):

- a. Check of your students' EOC assignments.
- b. EAP assessment signups for interested 11th grade students.
- c. Generate report cards for 7/8 graders taking Algebra 1 not for high school credit.
- d. All of the above.

I have a student that has completed Algebra II and is taking Geometry. I should:

- a. Make sure he/she takes the Geometry EOC, not the Summative Math EOC.
- b. Make sure he/she takes the Summative Math EOC, not the Geometry EOC.
- c. Not spoil the surprise of seeing what test they get on test day.
- d. Take no math CST at all.

You should inform your families of 11th Grade EAP students about the EAP test because (best answer):

- a. It's your job to keep them as informed as possible.
- b. The test might help them assess the student's readiness for college in time to focus on weaknesses.
- c. The student will be able to opt-out of classes in the UC/CSU system if they score proficient.
- d. All of the above.

T/F If your student is considered "below basic" and/or has not passed the CAHSEE, they should be working on their Scantron study materials to fill in their gaps.