

September 2010/11 ES Quiz Questions

Section 1- Dates to Remember and Dated duties

Important dates in this month's agenda are:

- October 5 and 6 are CAHSEE required testing dates for 11th and 12th grade students who have not previously passed the test.
- September 24 is the last day to email your advisor with your potential graduate's preliminary assessment
- ESs need to mail the HH information packet of envelopes to the office no later than October 1st.
- All of the above are dates that ESs need to plan ahead and make sure they have completed duties by, or their students have been informed of their responsibility to fulfill.

T/F There is no set date that ESs should have their students take the Scantron test, therefore ESs can just give parents the log on code for their children so they can take it when they feel like it.

Since ESs are required to collect student work samples at each LR meeting, we suggest you do the following:

- Tell the parent to have at least one sample out for you to take from each growth area when you meet.
- The ES brings multiple samples to each meeting that the student must complete in your presence.
- Let the parent know that when you meet you would like to look at the student's work, you will be selecting some of that work for your files, and you will possibly take pictures of the student doing an activity.
- None of the above, ESs are not required to collect samples at every LR meeting

Section 2- Things to Do

For Constitution Day, the following is NOT true:

- ESs must document learning on the Constitution (or no learning) in September's learning record for all of their students.
- Constitution Day is September 19th, and all students must learn about the Constitution on that Day.
- Parents who are schooling their children may choose not to address the Constitution if they do not wish to.
- ESs must give their AESS students an assignment on the Constitution for Constitution day.

For all 1st Semester Graduates, the following is TRUE:

- Preliminary grad assessments are due by October 1st.
- Completed grad packets are due to your advisor by December 3rd.
- Grad packets are not required if your student is accepting a Cert. of Completion instead of a diploma.
- Only enter the expected grad date in webfiles once your advisor has given you approval that the date is correct.

T/F All ESs need to check their NCLB certifications in FRED, even if you have all of your certifications.

T/F If you are HQTed in everything, you do not need to code your report cards with a NCLB component. This is only for ESs who are NOT certified.

T/F If a student is attempting less than the standard 5 credits for a core class, you do NOT need to enroll them in an SME course.

The payroll snapshot is:

- The same reflection as that in the ESs paystub.
- Including any stipends and classes taught.
- Used to calculate your paystub. If you have questions about this you may contact payroll@ieminc.org.
- Available the first week of every month.

We pay stipends for all but the following for ESs with 10 or more active students:

- A cellphone
- Office furniture

- c. Office supplies
- d. Monthly mileage

If you have questions about your paycheck (actual, not the payroll process), who ONLY should you contact?

- a. Janet Marsh
- b. Your advisor, then Janet Marsh if your advisor cannot help you
- c. Randy Gaschler or D.D. Klein
- d. Cary Sharp

Section 3 - Training Items

The materials database in FRED allows an ES to:

- a. manage a family's materials inventory.
- b. find a list of items that are available for transfer.
- c. arrange for materials to be transferred to another ES or family.
- d. all of the above.

T/F All inquiries from outside sources requesting information about our students or ESs (such as verification of enrollment or employment) must be directed to/ addressed by the IEM office or IEM school office.

T/F An ES should never enter a student's name into their planned list if that student is currently assigned to another ES.

Which of these is NOT true when transferring a student to a new ES?

- a. The new (receiving) ES should receive the student's files within 10 days of the transfer date.
- b. The transferring ES must complete their last roll sheet and learning record within 5 school days of the transfer date.
- c. The ES Drop/ Transfer Checklist needs to be sent the Advisor within 30 days of transfer.
- d. The "transfer date" is the last date that the ES met with the Parent/Student(s) and completed roll sheets and Learning Records.

You have a student that uses a "learning center" vendor (e.g., Corban, European Education, etc.) That means (choose best answer):

- a. You now have a convenient way to meet with the family at that location.
- b. You must NOT meet with the family at that location!
- c. As an agent for our school, you must avoid even the appearance of having established a school "site" at a vendor's location.
- d. Both b and c.

Plagiarism is (choose best answer):

- a. "Borrowing" an idea without making it clear that it was borrowed.
- b. Dusting off an old school paper and resubmitting it as if it were new.
- c. Cutting-and-pasting a section of another's work into one's own - and forgetting to disclose this fact.
- d. All of the above.

Which of the following clearly does not constitute a "truancy", per our school's definition? (choose best answer):

- a. Parent cancels a meeting the day before it is scheduled and wishes to reschedule.
- b. Family misses a scheduled meeting/assessment; more than 30 minutes late.
- c. ES finds that more than half of the student's work over a L/R period is not completed; for HS, less than 2.5 credits completed in one 20 day period.
- d. Student did not show up to a scheduled test date for a school mandated assessment.

Before a 2nd Truancy notice is sent to the family of a Special Ed student, which is NOT part of the process:

- a. The Special Ed Dept. must be notified and give its approval.

- b. All attempts to contact the family must be thoroughly documented.
- c. Becky Cote, Ed Services director must be notified and give approval.
- d. Your advisor must be informed.

Section 4 - Messages from School Departments

T/F - All Special Ed students must continue to attempt to pass the CAHSEE

Concerning The Expository Writing Assessment, you should:

- a. Give all documents and remind families of the assessment deadline at your LR meeting this month
- b. Provide help where needed for those who haven't started
- c. Offer to help the students with this assignments while at a LR meeting
- d. All of the above

What is the name of the history website with American history online textbook links to primary source documents, activities, lessons and guides, and multi-media?

- a. http://www.digitalhistory.uh.edu/database/hyper_titles.cfm
- b. <http://avalon.law.yale.edu/default.asp>
- c. <http://nlvm.usu.edu/en/nav/vlibrary.html>
- d. <http://www.pinkmonkey.com/dl/all.asp>

T/F The Learning Springs "Summer License" can ONLY be purchased for summer school.