

**GUARD Committee Minutes**  
**8:30-10:30am, December 16, 2010**

Attending: Michelle Abernathy, Karst Brandsma, Amy Carder, Jim Facciano, John Kane-Ronning, Kenn Robinson, Nicole Talley, Phyllis Textor, Jane Tromburg and Brian Rick

Reading Discussion “Homage to a Hyphen: How to Keep the Formative-Assessment Process What it Should Be” by James Popham (UCLA).

Revisit Committee Purpose and Work Plan

- Discussion of scope of work and how that interacts with the Curriculum Department.
- Jim and others shared perspectives on the role of Curriculum and of school administration in the support of classroom instruction and assessment.
- Group agreed that it’s best to have assessments implemented as adopted or developed as each content area is ready. Teachers have been working hard on common assessments – central services and school administration need to ensure that this is sustained with clear purpose and support.
- GUARD’s advisory role will remain within the scope of assessments and data mandated for state and district policy or program support.
- Classroom-based instructional assessments, including common core assessments will be directed by Curriculum and not advised by GUARD. Nicole began the discussion of which entity, if not GUARD, would then lead the support of instructional assessments as an essential part of the teaching-learning cycle. Jim considered whether a separate group is needed to help teachers work past the “now what?” question to more effective use of assessment information within their instruction. Nicole stressed the need to clarify the purposes of assessment.
- Brian reminded the committee that work resulting from two new policies, RTI and Reporting, and the revised Assessment policy, should help with common understanding and alignment.
- Karst has review and approved GUARD’s stated purpose, scope and work plan for this year.

Assessment Glossary – Brian started and needs to have experts review. He will work with Curriculum staff to complete and plan for dissemination.

RTI Policy Update – Nicole reported that the RTI Committee is working with a consultant to complete their final draft of policy and procedures.

Advising Changes in Student Assessment Data in Zangle

- Requests have come forward to include WLPT, RTI assessments and Title I assessments in Zangle.
- GUARD will make recommendations to Karst on assessment data to be included in Zangle.
- Karst will share these recommendations with Ron Cowan.

*Next Step*

- GUARD will discuss process for this at a future meeting.

Data Warehouse Update – Ron Cowan met with Jim, John and Brian and presented a brief update on the status of the data warehouse, which is essentially the same place we were over a year ago at the onset of the budget reduction activities.

### Access to Instruction and Assessment

- Brian brought up concern that some teachers are deciding to not include ELL students in district assessments. Does our Assessment policy need some statement to protect students' civil rights in this area?
- Amy says that most teachers don't think of it as a student's right to fully participate, thinks it would be good to stress that language.
- Kenn said not testing ELL students is illegal under Title IX.

### *Next Steps*

- Kenn will submit our questions to attorney. Following that, Brian and Kenn will include reference in the current Assessment policy.
- Work to educate all staff on these legal points is not yet determined.

### Policy and Procedure 2130P

- Brian shared documents about the current Procedures structure and content. Committee members received copies of the existing Procedures with some updates already completed.
- Committee broke into small groups to review and revise the section on state assessments.
- Committee agreed that the current categories and key elements for each particular assessment are satisfactory.

### *Next Step*

- This work will continue during the January 20 Committee meeting, with a goal of completion by the February 17 meeting.

### Next Meeting

Thursday, January 20, 8:30 – 10:30 am in Room 200, District Office.