Executive Numbered Memo 013-2005-06 - Communication of Data Changes made by ODE

January 3, 2006

TO: District Superintendents
CC: ESDs, Principals, IT Managers, Test Coordinators, and others
RE: Communication of Data Changes made by ODE

Background:

On September 22, 2005 a front page article in the Oregonian described the release of incorrect preliminary writing test scores. Immediately following that article, Superintendent Susan Castillo directed the Oregon Department of Education to implement the following three proposals:

1. Require notification of schools and districts if test results indicate significant change from the prior year to alert the state and districts to possible errors.
2. Publicize best practices for district data review to explain how some districts were able to correct data errors prior to public release.
3. Create "assessment literacy" training opportunities for teachers and administrators.

Working together, we will continue to correct our problems, build upon our successes and address the awesome challenges facing our educational system to ensure that every student is successful.

Follow-up:

The Department made the following steps to implement each of the three proposals.

1. Require notification - the following policy statement has been developed and communicated to ODE staff to provide for efficient and timely communication of errors and error corrections between ODE and School Districts. Ultimately, districts are responsible for validating their data and understanding the impact on ratings generated by the ODE.

   Significant assessment data anomalies and system application errors discovered and/or corrected by ODE will be communicated within two (2) business days to Superintendents, District Test Coordinators and Information Technology Managers so that others have the opportunity to re-check their data.

   Significant will be defined as an error that may contribute to a rating change on Adequate Yearly Progress (AYP) or the Report Card.

2. Publicize best practices - The Office of Assessment and Information Services posted RFP Notice 581000-167-5 Business Process Improvement Project. While this review will focus on internal processes, we will consider the impact on external stakeholders as part of this process.

3. Create "assessment literacy" training opportunities - In November, the Department hosted the "REAL Assessment for Real Success" workshop to better understand the emerging needs of stakeholders. Key speakers at this workshop addressed building a systematic framework for sound assessment practices and supporting data driven decisions for educational leaders.