

PARCC – MONTHLY CHECKLIST

Technology, Logistics, and Instruction

SEPTEMBER

Things You Should Do At Your School:

- Equation Editor: Distribute Tip Sheet to teachers to use in their classrooms
- Head Special Education teacher starts review of IEPs to ensure accommodations align to PARCC standards.
- Team attends test security training
- View before administering Practice Tests - <http://practice.parcc.testnav.com> (Click on the Tutorial button)
- Practice Test are completed in PLCs and then used in classrooms with students
- Model Content Framework – PLCs compare frameworks to Units of Study or to scope/sequence of instructional materials being used; identify gaps and strategies to fill these
 - * K-2 Math - http://parconline.org/sites/parcc/files/PARCCSampleItems_MATH-Literacy_Grade5ItemsFinal.pdf
 - * K-2 ELA - http://parconline.org/sites/parcc/files/DRAFT%20PARCC%20K-2%20MCF%20for%20ELA-Literacy_011314.pdf
 - * 3-11 Math
http://parconline.org/sites/parcc/files/PARCCMCFMathematicsNovember2012V3_FINAL_0.pdf
 - * 3-11 ELA
http://parconline.org/sites/parcc/files/PARCCMCFELALiteracyAugust2012_FINAL-0%5Bsmallpdf.com%5D.pdf
- Meet with school-based Test Coordinators and Tech Coordinators to discuss PARCC scheduling
- Check infrastructure in testing areas to ensure you have proper power and drops
- School's PARCC Teams (tech coordinators and test reps) attend the monthly meeting on September 8th or September 23rd (meetings are split by cluster)

Postings, Handouts and References You Will Receive:

- ✓ Tip Sheets for Equation Editor.
 - http://practice.parcc.testnav.com/resources/GR3-5_EE_Tips_v0.1.pdf
 - http://practice.parcc.testnav.com/resources/GR6-8_EE_Tips_v0.1.pdf
 - http://practice.parcc.testnav.com/resources/HS_EE_Tips_v0.1.pdf
- ✓ <http://practice.parcc.testnav.com> (Click on Tutorial)
- ✓ Special Education guidance on completing IEPs with PARCC testing accommodations; identifying students' needs for the right accommodations.
<http://parconline.org/sites/parcc/files/PARCCAccessibilityFeaturesandAccommodationsManualNovember2013.pdf>
- ✓ Online Practice Tests – <http://practice.parcc.testnav.com> Click on ELA or Math under the Practice Tests tab
- ✓ Test Security Training (High School) PowerPoint will be posted on www.apsassessment.wordpress.com
- ✓ Model Content Frameworks <http://www.parconline.org/parcc-model-content-frameworks>

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Professional Development We Will Provide:

- Using the Model Content Frameworks in planning instruction – PowerPoint – PARCC Model Content Frameworks for Early Childhood Educators - <http://www.rda.aps.edu/rda/documents/assessment/Math%20Kinder,%20First%20and%20Second.pdf>
- Using performance tasks to reach reading complex text and on demand writing
- Face-to-Face: High School Test Security Training with PowerPoint Dates: September 3rd or September 5th
- Monthly Drop-in PD for teachers, principals, and others:
 - September 15 - Elementary School – Q & A Session for PARCC Math
 - September 18 - Middle School and High School – Q & A Session for PARCC Math
- IC training: Assessment System 2013-14 (available to high school testing coordinator/data coach)
 - September 26th