

# National Assessment Governing Board

## Executive Committee

### Report of August 4, 2011

**Attendees:** David Driscoll, Chair, Mary Frances Taymans, Vice Chair, David Alukonis, Lou Fabrizio, Alan Friedman, David Gordon, Kathi King, Tonya Miles, Eileen Weiser. Other Board Members: Shannon Garrison, Doris Hicks, W. James Popham, Andrew Porter. NAGB Staff: Cornelia Orr, Mary Crovo, Ray Fields, Susan Loomis, Michelle Blair, Stephaan Harris, Munira Mwalimu. IES: John Q. Easton. NCES Staff: Jack Buckley, Peggy Carr, Arnold Goldstein, Brenda Wolff, Drew Malizio, Steve Gorman, Andrew Kolstad, Holly Spurlock. ETS: Jay Campbell, David Freund, Andreas Oranje. HumRRO: Laress L. Wise, Steve Sellman. Pearson: Connie Smith. Westat: Nancy Caldwell, Dianne Walsh, Chris Averett, Robert Patchen. NAEP ESSI: Kim Gattis. Measured Progress: Luz Bay. AIR: Fran Stancavage. Fulcrum IT: Jud Cole.

#### 1. Call to Order

Chair David Driscoll called the meeting to order at 4:30 p.m. Mr. Driscoll said that the August 3, 2011 outreach meeting with organizations representing parents was very well attended. He thanked Tonya Miles for her overview of the work of the Ad Hoc Committee on NAEP Parent Engagement, which provided the foundation for the substantive discussion that followed. Mr. Driscoll said the outreach meeting attendees were remarkable, dedicated individuals, and noted that a number of them had reached out to the Board for an invitation to attend.

#### 2. Governing Board Committee Updates

##### Lou Fabrizio, Chair, Committee on Standards, Design and Methodology

The Committee on Standards, Design and Methodology will consider one action item: a motion for provisional approval of Achievement Level Descriptions for writing for use in the Achievement Level-Setting process. Official action will be taken when achievement levels are approved, currently scheduled for May 2012. A significant portion of the meeting will be focused on NAEP 12<sup>th</sup> grade preparedness research. The Committee will hear a report on the results of the analysis of post-graduation data and NAEP performance for Florida students who participated in 12<sup>th</sup> grade state NAEP in 2009. There will also be updates on the judgmental standard-setting studies; the higher education survey of tests and cut-scores used for freshman placement; the proposed framework for organizing the research evidence into a validity argument; and the planned procurements for reporting the 12<sup>th</sup> grade preparedness research results. Finally, the Committee will meet in closed session to receive an update on the 2011 computer-based writing assessment.

##### Kathi King, Chair, Assessment Development Committee

On Thursday, August 4, 2011, the Assessment Development Committee met in closed session to review secure task outlines for the 2014 Technology and Engineering Literacy Assessment. On August 5, the Committee will meet in closed session to review secure items for economics and writing and to receive updates on the 2011 writing assessment and grade 4 cognitive labs for writing.

### David Gordon, Chair, Reporting and Dissemination Committee

The Reporting and Dissemination Committee will bring two action items for consideration by the Board: the release plans for the 2011 reading and mathematics report cards and the release plans for the 2011 Trial Urban District Assessment report cards for reading and mathematics. The Committee will review three recent releases: the 2010 U.S. History and Geography report cards, and the report on Hispanic/white achievement gaps. The Committee will also review the schedule for upcoming releases for the remainder of 2011. The Committee will have three additional discussion topics: (1) embargo guidelines for NAEP releases; (2) NAEP background questions; and (3) planning for reports on preparedness research.

### David Alukonis, Chair, Nominations Committee

David Alukonis began with an update on the status of nominations for 2011. Secretary Duncan has made his selections of Board members whose terms begin Oct. 1, 2011, all of whom were selected from the Board's slates of finalists. Their paperwork is currently being reviewed by the Department's Office of General Counsel. A public announcement by Secretary Duncan is expected later in August or early in September. There are seven Board positions to be filled for the four-year term beginning October 1, 2011:

- Test and measurement expert
- Chief state school officer
- Local school superintendent
- 12<sup>th</sup> grade teacher
- State school board member
- Two curriculum specialists

On Saturday, August 6, the Nominations Committee will meet to discuss nominations for terms beginning in October 2012. The Committee has a comprehensive, strategic outreach plan for seeking nominations in the following categories:

- Test and measurement expert
- Local school board member
- General public/parent representative
- State legislator (Republican)
- Non-public policymaker
- Governor (Republican)

During the week of August 8, 2011, invitations to nominate will be sent by email to more than 5,000 addressees, representing a broad range of groups and individuals in the vacancy categories to be filled. This is an increase of 2,000 over last year's email outreach. In particular, contacts have been expanded for rural and minority groups, and for nonpublic education associations. In addition, letters will be sent to governors, Members of Congress, and chief state school officers. Requests for nominations are also sent to nearly 100 Board alumni, as well as to current Board members. The Governing Board website will have a Nominations splash page that will feature Board member testimonials, the "Who We Are" flyer, and a new document---a comprehensive set of Frequently Asked Questions (FAQ) about the Board and the nominations process. This is intended as an online document only, and the Committee plans to add new questions to the FAQ as they are received from users. Mr. Alukonis distributed the draft FAQ to Executive Committee members and invited their feedback.

### **3. ACTION ITEM: Nomination of Candidate for Vice-Chair for Election by the Governing Board**

While the Secretary of Education appoints the Governing Board Chair, under the Governing Board by-laws, the Board elects its Vice Chair. The election happens at each August Board meeting for the coming term, which begins the following October 1. The Executive Committee nominates a candidate for Board consideration. At the May 2011 Board meeting, Chair Driscoll appointed Kathi King to lead the nomination process. Ms. King reported that she had canvassed Board members and proposed Sister Mary Frances Taymans to serve as Governing Board Vice Chair. The Executive Committee unanimously approved the nomination of Sister Mary Frances Taymans for consideration by the full Board.

### **4. Making a Difference—What Board Members Can Do to Foster Improved Student Achievement and the Closing of Achievement Gaps**

Chair David Driscoll said that a consistent message from the discussion during the August 3, 2011 outreach meeting with parent groups was to avoid a focus on blame or pointing fingers. Instead, attention should be paid to addressing what can be done productively, with all relevant parties working together, to foster improved student achievement and the closing of achievement gaps. In considering what the Board can do in making a difference, he said that there are two primary areas for consideration: identification of audiences to target and utilization of NAEP tools and resources. Mr. Driscoll said that specific recommendations for implementation should be presented at the December 2011 Board meeting.

### **5. Ad Hoc Committee on NAEP Parent Engagement**

Tonya Miles reported on the August 4, 2011 meeting of the Ad Hoc Committee on NAEP Parent Engagement. Ms. Miles began by stating the Committee mission—

to develop recommendations to increase parent awareness about the urgency to improve the levels of student achievement in the U.S. and the urgency to reduce the size of achievement gaps by race, ethnicity, and income levels.

Ms. Miles said that Brenda Wolff made a presentation on the work NCES has done since the May 2011 meeting to make the NAEP website more accessible to parents and to develop a wide range of NAEP-related materials targeted for parents. Erin Hart and Elizabeth Rorick from the National PTA made a presentation, highlighting the convergence of the PTA's child advocacy mission with that of the Ad Hoc Committee. They offered to partner with the Board and made a number of concrete proposals for improving the reach of NAEP to parents. They identified a wide range of specific opportunities for presentations on NAEP to National and State PTA audiences.

The ad hoc committee will meet by teleconference in September or October to discuss potential activities and research that the committee will need to conduct, such as focus groups with parents. Funds will be needed to carry out such activities.

## **6. Staff Updates**

### NAEP Schedule of Assessments: NAEP/TIMSS Linking Study and 2013 Grade 4 Writing Assessment

Mary Crovo stated that there is likely to be a need for Board action to amend the NAEP schedule of assessments at the December 2011 Board meeting. In 2010, the Board approved the proposal made by NCES to proceed in 2011 with studies to link NAEP 8<sup>th</sup> grade mathematics and science assessments with those conducted as a part of the Trends in International Mathematics and Science Studies (TIMSS). The Board approved proceeding because of the importance and value of providing TIMSS-equivalent scores in 8<sup>th</sup> grade math and science to the states that participated in NAEP in 2011. The FY 2011 appropriation request for NAEP included an increase for this purpose, but the FY 2011 appropriation had not been passed by the time the decision to proceed was needed; ultimately, the funding increase was not provided. The Board made the decision to proceed with the NAEP/TIMSS linking studies having considered options NCES had proposed for covering the costs if additional funding was not provided. The primary option was to postpone the 4<sup>th</sup> grade national-only writing assessment scheduled for 2013.

The FY 2012 appropriations request includes an increase to address these costs. However, NCES needs a decision on whether to proceed with the 4<sup>th</sup> grade writing assessment (which is to be computer administered) at the December 2011 Board meeting. A decision is needed because the operational planning for the 2013 assessments begins in December shortly after the Board meeting. Governing Board staff will have a recommendation at the December 2011 meeting for Board action on this issue.

### NAEP Schedule of Assessments: NAEP 12th Grade State-level Reading and Mathematics Assessments in 2013

Ray Fields recounted the Governing Board's long-established priority for conducting 12<sup>th</sup> grade NAEP at the state level, which was first recommended in the March 2004 report of the NAEP Commission on 12<sup>th</sup> Grade Assessment and Reporting, on which David Driscoll and David Gordon served. In 2008, the Governing Board scheduled the 12<sup>th</sup> grade state pilot in reading and mathematics for 2009, in which 11 states participated. In May 2010, the Governing Board amended the NAEP assessment schedule to provide for 12<sup>th</sup> grade state NAEP on a bi-annual basis beginning in 2013.

The Board's schedule anticipates additional participants in 12<sup>th</sup> grade state NAEP in 2013 and beyond. The Board may need to amend the schedule of assessments depending on the level of interest of additional states, the associated costs, and available funds. Governing Board and NCES staff will collaborate in outlining a process for identifying 12<sup>th</sup> grade state participants for 2013 and will provide a description of the process at the December 2011 Board meeting.

### Trial Urban District Assessments: Planning for 2013

Ray Fields said that the Trial Urban District Assessment (TUDA) program planning cycle begins immediately following the August Board meeting. To support NCES's operational planning timeline, the Board must decide on the TUDA participants for 2013 at the December 2011 Board meeting. As a first step, the Council of the Great City Schools (CGCS), the Board's partner in this initiative, will informally canvass the current 21 TUDA participants and notify Board staff by the end of August whether any intend to decline. While unlikely, if any decline, slots would

become available for replacement districts. Board staff, in consultation with CGCS and NCES, would then work to identify interested eligible districts. Recommendations for the TUDA participants for 2013 will be presented for Board action at the December 2011 Board meeting.

Outreach: CCSSO Policy Task Force, NAEP Business Policy Task Force, and NAEP 12<sup>th</sup> Grade Preparedness Commission

Because there was little time remaining for the Executive Committee meeting, Ray Fields proposed and Chair Driscoll agreed that the Executive Committee limit discussion to the NAEP Business Policy Task Force and forego verbal updates on the CCSSO Policy Task Force and NAEP 12<sup>th</sup> Grade Preparedness Commission. These latter two topics would be considered information items, with Executive Committee members using the relevant briefing materials for background on these topics.

**ACTION ITEM: Resolution on NAEP Business Policy Task Force**

Ray Fields said that the NAEP Business Policy Task Force is about to enter its third year. When the Task Force was established, it was with the understanding that the commitment to this initiative would be revisited at an appropriate time by the Board and by the Task Force members. During the last two years, the Task Force has met three times in person and four times by conference call. The Task Force members have provided input to the Board on a wide range of policy issues and have helped expand the reach of NAEP to the business community. Mr. Fields directed the Executive Committee members' attention to a draft resolution acknowledging the many specific contributions of the Task Force; affirming its value and continuation; and inviting the current Task Force members to indicate their interest in continuing to serve. The Executive Committee voted unanimously to present the draft resolution (Attachment A) for Board consideration.

**CLOSED SESSION: 5:30 – 6:00 P.M.**

**7. NAEP Budget and Contract Cost Estimates**

The Executive Committee did not meet in closed session.

I certify the accuracy of these minutes.



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David P. Driscoll, Chair

August 9, 2011

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Date

## **Draft Resolution**

### **NAEP Business Policy Task Force**

Whereas, the National Assessment Governing Board established the NAEP Business Policy Task Force to improve the dissemination of NAEP data to the business community and to receive input from the business community on policy matters under consideration by the Governing Board; and

Whereas, during the period of their service to date, the members of the NAEP Business Policy Task Force have discussed issues of importance and concern to the Governing Board, and provided comments and suggestions upon which the Governing Board has acted, including

- Developing key elements of a plan for
  - Improving awareness about NAEP within the business community and
  - Improving dissemination of NAEP results to the business community
- Reviewing the research on NAEP 12<sup>th</sup> grade preparedness
- Expressing support for plans for conducting international linking studies
- Providing comments on the NAEP schedule of assessments
- Critiquing embargo guidelines for the release of NAEP reports
- Identifying content to include in a Board-supported webpage for the business community
- Reviewing materials that can be used by task force members for presentations on NAEP and 12<sup>th</sup> grade academic preparedness
- Generating topics to consider for NAEP background questions
- Participating in a webinar for the business community about NAEP results; and

Whereas, the National Assessment Governing Board values the results of the work of the NAEP Business Policy Task Force; and

Whereas, the appointment of task force members was made with the understanding that the commitment to continue would be re-visited at an appropriate point; and

Whereas, the NAEP Business Policy Task Force has been in existence for two years;

Therefore, the National Assessment Governing Board affirms the value of and supports the continuation of the NAEP Business Policy Task Force, and invites the members of the NAEP Business Policy Task Force to indicate whether they wish to continue to serve in this capacity.