IT IS IMPORTANT TO NOTE THAT RECOMMENDATIONS AND DECISIONS MADE BY THE ADVISORY COMMITTEE ARE NOT BINDING. THE DELAWARE DEPARTMENT OF EDUCATION MAKES ALL FINAL DECISIONS REGARDING THE DAPA.

ATTENDEES: Barbara Ashmead, Carol Barlow, Martha Brooks, Tim Bush, Beverley Corelle, Shaunna Crossen, Helen Dennis, Teri Dunham, Diana Farrell, Mary Fischer, Barbara Grogg, Miki Hartman, Melanie Hoffman, Mary Johnson, Peggy Lashbrook, Carol Lay, Judi MacBride, Mike Norton, Kyle O’Shea, Wendy Roberts, Lynn Royal, Linda Smith, Vicki Spence, Brian Touchette, Pat Tressell, Doreen Walls, Janine Weber, John Werner, Liru Zhang

UPDATES

Workgroups:

1. Scoring Workgroup – has not yet met, will meet after the sample scoring entries are scored to ensure that they agree with the scoring of these entries
2. Training Workgroup – has not yet met.
3. Research Workgroup – met this morning and discussed the standards setting process and DAPA spring schedule. Discussed the possibilities of a Proficiency Retreat or the Social Moderation approach. The workgroup should come to a decision by January. Please refer to the workgroup minutes for more information.

TAC:

Brian discussed the Technical Advisory Committee (TAC), which ensures that assessments meet the national technical standards. Many states are moving towards performance-based accountability rather than a totally program-based system. A peer review of every state’s assessment system will be conducted over the next academic year (2005-06). It appears that the present DAPA-II will not meet the standard set forth by the US Department of Education because only one standard per Content Area is assessed. For the next academic year, the Progress dimension will be examined to see if any changes should be made. Another consideration is to give this dimension more weight. Either the Scoring or Training Workgroup will take on this task.

TASH:

Shaunna and Diana recently presented at the TASH Conference in Reno. Approximately 18 people attended the session. The presentation focused on survey data, family involvement, and training. During the conference, Shaunna and Diana had discussions with other state representatives concerning the Participation Guidelines. Based on these discussions and feedback from
Delaware stakeholders, it was determined that the Participation Guidelines should be revisited. This task will be added to one of the workgroups’ responsibilities.

**Scoring Schedule:**
Brian discussed changes made to the scoring process for this year. Scoring training will be videotaped so that scorers can complete the training individually on their own time. Qualifying sessions will occur within each county. These sessions have been tentatively scheduled for the week of March 15th. A second round of qualifying will take place in Dover after school. These changes were made in order to ensure that all training and qualifying sessions occur outside of the school day. The Advisory Committee was given the opportunity to discuss the new scoring training/qualifying schedule.

**Appeals Process:**
Concerns have been raised about the potential for portfolio scores to decrease following the appeals process. DDOE has decided that, beginning with the 2004-05 school year, scores will now only increase or remain the same following the appeals process. If a dimension score decreases as a result of the appeal, the actual score will remain the same, but the developer will receive information explaining that the score should be lower. Concerns were raised from the AC stating that this may increase the number of appeals significantly.

**Children’s Beach House and Ennis Pool:**
During the last meeting, the committee discussed whether Children’s Beach House and the Ennis Pool should be scored as separate settings or community settings. DDOE has determined that the Children’s Beach House can be used as a community setting, whereas the Ennis Pool remains a separate setting with a special program.

**Review Standards Survey**
Teri presented a draft of the 2004 Standards Survey. The goal of the survey is to obtain feedback from portfolio developers regarding the use of the Standards Document in creating their IEPs and their portfolios. This feedback will be used to revise the document for the next academic year. Suggestions were made by members of the Advisory Committee regarding format, as well as changes to the current questions and additional questions. It was also suggested that there should be a statement in the beginning of the survey that the survey will not result in the Standards Document being discarded, but will hopefully result in a more user-friendly format. The survey will be revised based upon these considerations before being distributed.

**Training Participation and Parent Sessions**
- A total of 507 people attended a full-day training this year. This training session was videotaped for those who could not attend. Two-hour workshops were also offered, which included three data and two progress workshops (with more
scheduled). In addition, there were 42 individual or group support sessions; 22 more have been scheduled. Diana reviewed information regarding a proposal that was submitted to request a salary cluster for professionals who participate in developing portfolios.

- Diana also discussed the new DAPA-II requirements for data sheets. The committee was encouraged to reinforce the use of a three-point date and observer initials. Attempts were made to create a universal data sheet; however, it was determined that this is not possible or appropriate. Samples of data sheets are posted on the website. All training materials are available on the DAPA website (www.dapaonline.org).

**REVIEW QUESTION CARDS FROM DAPA-II TRAINING SESSIONS**
Two yellow card questions (i.e., questions from training sessions) were addressed by the committee. The first question concerned the use of co-workers in non-work environments. For example, if the student is delivering district mail, and the student is being paid, would clerical staff at this location be co-workers? The committee recommended that if the student is paid and is working outside of their “own” building, then the staff represent co-workers.

**END-OF-YEAR SURVEYS**
Parent and developer surveys from 2003 were reviewed to and the 2005 surveys were discussed. The committee offered suggestions for the 2005 survey. These suggestions included distributing the parent survey when the parent views the portfolio and continuing to use common survey items on parent and developer surveys.

**NEXT ADVISORY COMMITTEE MEETING: TUESDAY, FEBRUARY 1**
12:30-3:30 P.M.
Del.-Tech, Terry

*Note – The day and time of the next meeting has been changed.*