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

ATTENDEES: Barbara Ashmead, Hugh Broomall, Shaunna Crossen, Sue Dunbar, Teri Dunham, Diana Farrell, Mary Fisher, Cordelia Harmon, Miki Hartman, Melanie Hoffman, Mary Johnson, Peggy Lashbrook, Carol Lay, Mike Norton, Kyle O’Shea, Wendy Roberts, Vicki Spence, Brian Touchette, John Werner and Cheri Woodall

UPDATES
Portfolio Submission Process
Overall, the portfolio pick-up process went well. There was one school in the southern part of the state, which was visited two days late because the movers were not able to arrive at all of the pick-up locations in one day. Another issue arose concerning requests to extend the portfolio due date. Because the pick-up process is a contractual service, a last-minute change could not be accommodated. Related to this issue, some portfolio developers were not able to obtain parent signatures. For scoring purposes, these portfolios will be handled on an individual basis. Next year, DDOE will distribute a memo informing teachers and administrators that the due date will not change, even if there are snow days. In addition, DDOE will recommend that parents be given at least a week to review the portfolio and sign the portfolio validation statement.

Scoring Training and Qualifying
Thirty-four educators participated in the training process, and 30 of these participants qualified for scoring. Scoring will take place during the first two weekends in April at the Atlantic Sands in Rehoboth. All scorers will be invited for the first weekend. Depending on the pace, a smaller group may be invited for the second weekend.

Standards Setting
Due to changes in the portfolio process, the cut points will need to be revisited for the current school year. To accomplish this goal, we will use a “Social Moderation” approach, whereby a random sample of entries will be compared by scoring them using both this year’s rubric and last year’s rubric. Then, a small group of stakeholders will present their recommendations for the revised cut scores. At the Advisory Committee (AC) meeting on April 28, the committee will be given an opportunity to vote (agree or disagree) on these cut points. These recommendations will then be presented to the Delaware State Board of Education at the May meeting. The Standards Setting voting process requires a diverse group of stakeholders. So, please make every effort to attend the April 4/28 meeting.
EXEMPTIONS

The current exemptions policy was reviewed. The following chart indicates the number and type of exemptions for the 2004-05 school year.

<table>
<thead>
<tr>
<th>2004-05 Exemptions</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Medical</td>
<td>17</td>
</tr>
<tr>
<td>Transfer in District/ Out-of-State</td>
<td>17</td>
</tr>
<tr>
<td>Change on IEP</td>
<td>11</td>
</tr>
<tr>
<td>Other</td>
<td>2 (+8 others)</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>56</strong></td>
</tr>
</tbody>
</table>

“Change on IEP”
The category “Change on IEP” means that the student was changed from participating in DSTP to DAPA. Committee members expressed concerns about why the student is being switched in the middle of the school year. Is it related to the IEP meeting date? Of the 11 students who were exempt due to a “Change on IEP”, five requests for exemption were made in December, three in January, one in February, and two in March. Concerns were raised about the assessment participation status of high school students changing at such a late date. Some members indicated that perhaps this change is related to diploma issues.

Transfers
Concerns were also expressed regarding students transferring from one district to another or transferring out-of-state. Recommendations included examining differences among programs to determine whether an exemption is necessary. Questions were raised about whether “Change on IEP” should be considered separately from “Transfer” on the Exemptions Policy.

Alternate Assessment Participation Rate
The committee then discussed the alternate assessment participation rate increase during the current school year. Recommendations for next year included training on the 1% rule for Special Program Directors and Educational Diagnosticians (EDs). Once the revised Participation Guidelines document is approved, DDOE will distribute it to Directors and ask them to disseminate it to building-level EDs. Hopefully, these changes will help to ensure that the alternate assessment includes only those students for whom it is appropriate.

Question for Consideration
Should DDOE keep the first two exemption guidelines and modify the “Change on IEP” guidelines? One option is to give developers a due date for the assessment participation decision. Another option is to require that the assessment participation decision be made according to a specified timeline that occurs so many weeks or months prior to the assessment due date (e.g., Assessment participation decisions must be made at least 4 months prior to the due date).
PARTICIPATION GUIDELINES – NARRATIVE AND FLOWCHART

The Research Workgroup has revised the Participation Guidelines (PGs) in an attempt to make them clearer. Draft guidelines were reviewed. The Research Workgroup recommended eliminating the statement about diplomas from the PG.

Questions/Comments

• IEP team changes – should we include a deadline on the PG? (see discussion above)
• The word “standards” is used with a number of different meanings. To limit confusion, specify “DE Content Standards” rather than “academic standards”.
• Federal law requires that parents are informed when their child is assessed based on different performance standards.
• What does “extensive modifications” mean?
• What happens if someone on the IEP team does not agree with all of the participation guidelines criteria?
• Since all signature lines are now labeled as to position, will there be consequences if all of the signatures are not included?

Note. The next meeting date has been changed from Tuesday, 4/26 to Thursday, 4/28.

NEXT ADVISORY COMMITTEE MEETING: THURSDAY, APRIL 28
1:00 – 4:00 P.M.
Del. Tech. Terry