**2012 - 2013**

**Writing Assessment Support**

**Questions with Responses February 21, 2012**

**Q1.** With regard to the **Writing Support Requirements, top of page 23 of 32** (first full paragraph) – “**Each subcontracted ESD shall identify the role of a Lead Rater or Raters within their sites**…”

Although we are planning on budgeting for this, my question is: Do the sites *have to* identify a lead rater(s) or can they opt out of having a lead rater(s) and ensure that their Directors complete all work assigned within parameters?

**A2.** The provision for a lead rater is included so that sites have the flexibility to add an additional supervisor to assist in completing resolutions and backreads. This task is particularly heavy at the outset of scoring when directors and assistants will encounter the largest volume of questions as raters get accustomed to scoring. While ODE would recommend that every site have lead raters in place to assist in this work, it would be possible for directors/assistant directors to do this without assistance if they have few questions or interruptions from their rating team. However, if they get too far behind in terms of keeping up with these resolutions and backreads, overall site accuracy could suffer.

**Q2.** With regard to the **Agency Desired Activities and Deliverable Schedule** - “**Expense report for training setup**” activity/deliverable as noted within the table on **page 25 of 32 of RFP**:

– what training(s) is being referenced?

**A2.** If this is a question about the section below under the Lead Contractor heading which stipulates “ensure training set-up reimbursements of travel expenses for the writing experts to assist with training development, qualifying, and other scoring site materials for the 2012-2013 writing assessment,” in order to have adequate resources to complete the necessary preparation work for the writing assessment score sites, we brought in approximately six individuals to assist the personnel from the score sites that would be in operation. These experts, most of whom lived close to Salem, came to both the August and December meetings at ODE and were reimbursed for travel expenses and were compensated for their time similar to the prep work rate for scoring directors. For those working as teachers, their districts would be reimbursed for substitutes for the December dates.

**Q3.** With regard to the **Agency Desired Activities and Deliverable Schedule** -  “**Invoices for Spanish Score Site Scoring Directors and Spanish Scoring Sites expenses”** activity/deliverable as noted within the table on page 25 of 32 of RFP:

– are these sites administered within a different time frame than the English sites which are traditionally conducted during March and June?

**A3.** The Spanish score site operates at the end of the scoring window, overlapping the work of the final English site. The Spanish scoring team could conceivably score up to a week later than the English sites, into early April for the first window and the last week of June for the later window.