



Professional Development

Community Assessment and Item Banking Initiative

It is well recognized by educators that there is an urgent need for valid, reliable, and fair items and assessments for use in evaluating student capabilities in areas not tested on the statewide assessment. ATI answers this need by providing the *Community Assessment and Item Banking (CAIB) Initiative*. The initiative provides a way for users to develop and to share both assessment items and assessments for use in evaluating student capabilities in areas not tested on the statewide assessment. As part of the initiative, ATI is offering professional development to prepare educators for developing high-quality items and is providing services related to assessment development and data analysis. Participating districts are provided access to a continually growing repository of shared, district-written, high-quality items and customized assessments in areas not currently addressed on statewide tests.*

CAIB Professional Development Modules

CAIB professional development consists of a series of three professional development modules that guide districts through the process of developing assessment items and tests. The first module introduces participants to the item writing and review tools, and guides districts through the process of writing items for their own use. The second module takes participants through a guided review of the items they have written. Participants in this training refine their review skills and help contribute vetted items to the shared *Community Item Bank* for their state. Participants in Module One and Module Two should include district subject area leads and staff members who will be responsible for item writing and reviewing, as well as the staff responsible for training others in the process. Module Three is offered on an ongoing basis to staff members as the district wishes to refine and expand on the items available for district and community use.

Prior to participation in one or all of the training modules, ATI will assist districts and charter schools in:

- completing an *Assessment Planner* for non-state-tested subject areas to establish item-writing goals for each participating subject and grade level;
- conducting a *Test Review* to determine which community items will be used on the test and for which standards the district/charter school would like to write items; and
- establishing an *Implementation Plan* that outlines the tasks and timelines related to professional development, item writing, item review, assessment creation, test review, and test administration.

Module One: Writing and Reviewing Assessment Items utilizing Galileo®'s Bank Builder Tools

District staff who participate in this one-day, on-site professional development session learn how to contribute items to the item bank.** By becoming a contributing member to the bank, your district or charter school gains access to the other items in your state *Community Item Bank*. Both district-created and *Community Item Bank* questions may be used in the district-wide assessments. Participants will:

- learn how to access the *Galileo Bank Builder* tools and set up the item bank to reflect the district's assessment goals.
- develop item specifications to guide the construction of standards-aligned test items.
- learn the "best practices" for writing items and establish item writing conventions.
- construct assessment items using *Bank Builder* tools.
- learn how to include stimulus materials such as images and text to test items.
- learn how to use *Bank Builder* tools to assist in reviewing district-created items.
- learn how to create review teams and procedures to guide the certification of the items that will make up the district assessment.

For more information, schedule an online overview at ati-online.com or contact us.



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Participant Feedback

"[The trainer] was extremely knowledgeable and provided excellent training on quality question writing. I also greatly appreciated the feedback received from [the trainer] in order to revise my questions. I feel that this training has assisted me in becoming a better question writer. Thank you!"

- K.S., District English Language Arts Academic Coach

"Having the individual feedback on the assessment items and the specifications was extremely valuable."

- N.W., Director of Technology

"[The trainers] provided valuable information and they were very knowledgeable, patient and helpful. The entire process was beneficial. I am looking forward to this process and the final product. I have learned so much through this process. Thank you."

- M.P., Director of Curriculum

Module Two: Guided Item Review

Any district or charter school that has completed Module One of the CAIB professional development series may take part in Module Two.*** Participants will:

- review how to utilize Galileo®'s item review tools.
- receive expert guidance on how to review items to determine if they reflect the best practices established in Module One.
- take part in a guided review of district-created items.
- learn how to modify reviewed items.
- learn when and how to certify items so items are available to place on district assessments and are available to other school districts and charter schools.

Module Three: Concentrated Review by the Experts

Any district that has participated in Module One and Module Two of the CAIB professional development series, may enroll in this one-hour webinar session.**** This webinar session provides district staff the opportunity to closely examine one set of district-created items for a particular subject area and grade-level. Webinar participants will:

- take part in a guided review of district-created items in one subject and grade.
- discuss the requests for item modifications.
- learn when and how to certify items so that items are available to place on district assessments and are available to other school districts and charter schools.

To Schedule a Professional Development Session

On-site and webinar instruction is arranged through the ATI Professional Development Department. Up to 40 participants may take part in on-site sessions held in a district-provided computer lab. Sessions are booked on a first-come, first-served basis. Contact a Professional Development staff member at 1.877.442.5453 or at ProfessionalDevelopment@ati-online.com for additional information, pricing, and to reserve a date.

* *The repository of community items may vary from state to state.*

** *Districts participating in the CAIB Initiative agree to write and certify at least 45 items.*

*** *To maximize the benefit of this session, this session is scheduled to take place at least two weeks after the district has completed writing and initial review of their assessment items in up to five subject areas and grade levels. All items accepted and certified during and after Module Two training are available to your district and all districts participating in the initiative.*

**** *To maximize the benefit of this session, this session is scheduled to take place at least two weeks after the district has completed writing and initial review of their assessment items and submitted them to ATI for additional review. All of the items accepted and certified during and after the session are available to your district and all participating districts.*

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