

May 15, 2008

MEMORANDUM

TO: System Testing Coordinators

FROM: Jeff Barker, Ph.D.
Director, Assessment Administration Division

SUBJECT: 2008 System Testing Coordinator Conference

In preparation for the 2008-2009 school year, the Assessment Administration Division of the Georgia Department of Education (GaDOE) will be conducting System Testing Coordinator Conferences during the month of August.

The purpose of these conferences is to provide important information necessary for the successful administration of the 2008-2009 Georgia assessment programs. Representatives from GaDOE will be conducting the conferences, which are scheduled to begin at 8:30 AM and conclude at approximately 4:30 PM.

This year we will be hosting a session specifically designed for new System Testing Coordinators on August 8, 2008. This session will provide more in-depth information on each assessment program as well as provide an opportunity for new testing coordinators to meet. New System Testing Coordinators may also attend another session in addition to the new testing coordinator session on August 8th.

All System Testing Coordinators are expected to attend one of the conferences. In order to make certain space and training materials are adequate, please complete and submit one form for each person recommended. **You may register for a conference at the following website, <http://www.zoomerang.com/Survey/?p=WEB227QTW5CL5W>, no later than June 13, 2008.** In addition to the System Testing Coordinator, you may register one other staff member. Please limit attendance to two people. Attendees are responsible for travel, meals, and lodging, if necessary.

The dates and locations for the conferences are listed on page two.

August 06, 2008	Teacher's Academy Dougherty County Public Schools 300 Cason Street Albany, Ga. 31705 229-431-3457
August 07, 2008	Houston County BOE 1100 Main Street Herman Ragin Center Bldg D Perry, Ga. 31069 478-988-6200
August 08, 2008	Dekalb County BOE (New STC) Freeman Administrative Bldg. A 3770 North Decatur Road Decatur, Ga. 30032 678-676-0374
August 12, 2008	Northwest Georgia RESA 3167 Cedartown Hwy SE Conference Room Rome, Ga. 30161 706-295-6189 x.40
August 13, 2008	Gwinnett County BOE 437 Old Peachtree Rd NW Bldg 200 Grayson Room Suwanee, Ga. 30024 678-301-6000
August 21, 2008	Liberty County BOE Transportation Building 100 Techwood Drive Hinesville, Ga. 31313 912-369-6654

Thank you in advance for making plans to attend one of these important conferences. If you have any questions or need additional information related to these conferences, please contact Ms. Connie Caldwell at (404) 656-2668 or ccaldwel@doe.k12.ga.us.

cc: Kathy Cox, State Superintendent of Schools
Martha Reichrath, Ph.D., Deputy Superintendent for Standards, Instruction and Assessment
Christopher Domaleski, Ph.D., Associate Superintendent for Assessment and Accountability
GNETS Testing Coordinators
State School Testing Coordinators