



Kathy Cox, State Superintendent of Schools

May 25, 2006

**MEMORANDUM**

**TO:** System Test Coordinators

**FROM:** Sharron Hunt, Ph.D.  
Director, Testing Division

**SUBJECT:** System Testing Coordinator Conference

In preparation for the 2006-2007 school year, the Testing Division of the Georgia Department of Education (GaDOE) will be conducting System Testing Coordinator Conferences during the month of August. The dates and locations for the conferences are listed below.

August 11, 2006	Douglas County Board of Education 9030 Highway 5 Douglasville, Ga. 30134 770-651-2149
August 15, 2006	Coastal Plains RESA 245 North Robinson Street Lenox, GA 31637 (229) 546-4094
August 16, 2006	Houston County Board of Education 1100 Main Street Perry, Ga. 31069 478-988-6197
August 17, 2006	Columbia County Board of Education 4781 Hereford Farm Road Evans, Ga. 30809 706-541-0650
August 23, 2006	Walton County Board of Education 200 Double Springs Church Road Monroe, Ga. 30655 770-266-4481

The purpose of these conferences is to provide important information necessary for the successful administration of the 2006-2007 Georgia assessment programs. Representatives from the Department of Education (GaDOE) will be conducting the conferences, which are scheduled to start at 8:30 AM and conclude at approximately 3:30 PM. There will be a question and answer session for new coordinators and others from 3:30-4:30 PM.

All system test coordinators are expected to attend one of the conferences. In order to make certain space and training materials are adequate, please complete the attached registration form and FAX to Ms. Tomeka Taylor in the Testing Division at (404) 656-5976 no later than June 23, 2006, to indicate the conference you plan to attend. In addition to the system test coordinator, you may register one other staff member. Please limit attendance to two people. Attendees are responsible for travel, meals, and lodging, if necessary. To assist you in making arrangements, a list of lodging options for each workshop location is provided should you need to stay overnight.

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 workshops, please contact Ms. Tomeka Taylor at (404) 656-2668 or [totaylor@doe.k12.ga.us](mailto:totaylor@doe.k12.ga.us).

SH: jb

cc: Psychoeducational Program Directors  
Kathy Cox, State Superintendent of Schools  
Ida H. Love, Curriculum and Instruction  
Dr. Cynthia Ashby, State Schools  
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