

RED Alert: Week of November 2, 2009

NEW/UPDATED ITEMS

- *2008-09 Class of 2009 CAHSEE Reports Posted to the Internet
 - *DataDirector Open Lab at Fremont
 - *Scanning Window for Benchmark Exams: November 9 – November 13
 - *Upcoming/Continuing Testing Windows
-

2008-09 Class of 2009 CAHSEE Reports Posted to the Internet NEW

2008-09 California High School Exit Exam (CAHSEE) summary reports for seniors in the Class of 2009 have been posted to the Research and Reporting Department's web site at <http://studata.sandi.net/research/cahsee/index.asp>. The new reports display results for the Class of 2009 (students who first entered Grade 9 in the Fall of 2005 and were expected to graduate in June 2009) as of their fourth (senior) year in high school. Results for the July 2009 administration are included in these reports. The reports show, for the district and for each school, the number and percentage of enrolled students in the Class of 2009 who passed, did not pass, or did not take each portion of the CAHSEE or both portions. Results are displayed for all students and for student subgroups in each of five dimensions:

1. Gender (female and male)
2. Race/ethnicity (African American, Asian, Filipino, Hispanic, Indochinese, Native American, Pacific Islander, and White)
3. English fluency (English learners, English-proficient students (originally fluent English-speaking at entry into a district school), and reclassified English-proficient students (originally English learners at entry into the district))
4. Economic status (economically disadvantaged and non-economically disadvantaged)
5. Educational program (special education, non-special education)

The CAHSEE web page permits selection of the Class of, year of status, and school (or district) of report on one page. An additional district report shows school level data for all students (not subgroups) for each school in the district. District-level reports permit choice of all schools (including charters) or all district-managed schools only.

Questions about the reports may be addressed to Nick Nicolas of the Research and Reporting Department at nnicolas@sandi.net or 619-725-7173.

DataDirector Open Lab at Fremont NEW

The Research and Evaluation Division is now offering an Open Lab for all district staff who would like help with DataDirector or DataScanner. If you need assistance with reports, scanning, exams or anything related to DataDirector or DataScanner, please feel free to come to the Open Lab - no registration needed!

DataDirector Open Lab will be held at Fremont in Bungalow 6 from 2:00 PM to 5:00 PM on November 17, December 1, December 10, and December 17 (more DataDirector Open Labs will be scheduled in January).

If you have any questions, please use our new email address: DataDirector@sandi.net.

Scanning Window for Benchmark Exams: November 9 – November 13 NEW

The testing window for Literacy and Mathematics Benchmark 1 exams closes on November 6. The window for scanning benchmark answer documents into DataDirector will remain open through Friday, November 13, to allow sites ample time to complete the scanning process. Please review the attached Scanning Tips document before you begin scanning. If you need additional support, send a message to our new email address, DataDirector@sandi.net, and someone will get back to you as soon as possible.

Upcoming/Continuing Test Windows UPDATED

Literacy & Mathematics Benchmarks for Elementary Schools: October 19 – November 6, 2009 for Grades 1-6. Materials were delivered via truck delivery during the week of October 5, 2009. Instructions for test site coordinators were included with the materials delivered to sites. For more information, please call 619-725-7148.

Literacy & Mathematics Benchmarks for Middle Schools: October 26 – November 6, 2009 for Grades 6-8. Materials were delivered via truck delivery during the week of October 12, 2009. Instructions for test site coordinators were included with the materials delivered to sites. For more information, please call 619-725-7148.

Mathematics Benchmarks for Senior High Schools: October 26 – November 6, 2009 for students enrolled in Algebra or Geometry. Materials were delivered via truck delivery during the week of October 12, 2009. Instructions for test site coordinators were included with the materials delivered to sites. For more information, please call 619-725-7148.

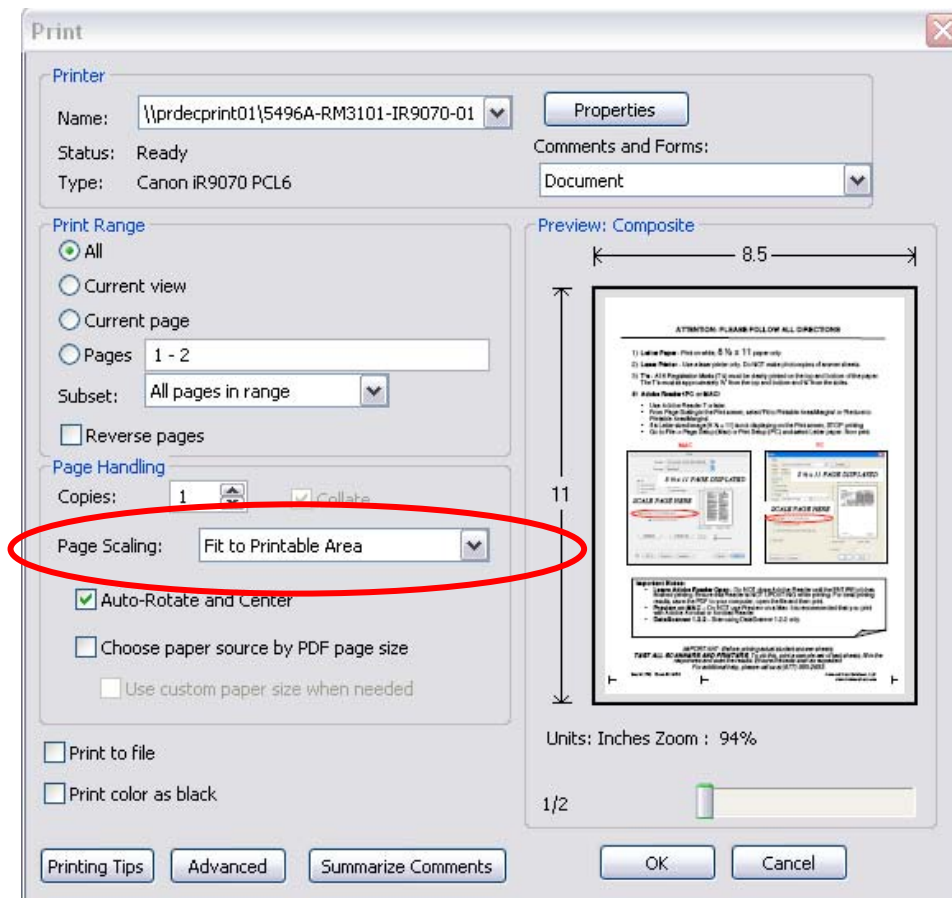
Science Benchmarks for Elementary Schools: November 30, 2009 – December 18, 2009 for Grades 3-5. Materials will be delivered via truck delivery during the week of November 9, 2009. Instructions for test site coordinators will be included with the materials delivered to sites. For more information, please call 619-725-7148.

Research and Evaluation Division
Eugene Brucker Education Center
4100 Normal Street, Room 3150
San Diego, CA 92103
(619) 725-7166



Tips for Successful Printing and Scanning of DataDirector Answer Sheets

- Smooth scanning begins with answer sheets that are printed *correctly*. When printing the answer sheets, make sure the **"Fit to Printable Area"** is selected (circled below). When "Fit to Printable Area" is **not** selected, the "T" marks on the answer sheets are not aligned properly so the scanner will need to be calibrated. This increases the scanning time.



- If this is your first time printing answer sheets for a District exam, we strongly recommend printing and scanning *one answer sheet to make sure it scans correctly before printing a batch of answer sheets for student use*.
- See this URL for step-by-step instructions for locating and printing bubble sheets: http://old.sandi.net/datadirector/readandlearn/jobajds/datadirector/Printing_Exam_Answer_Sheets_ST_ID_000.pdf.

➤ Steps to test an answer sheet:

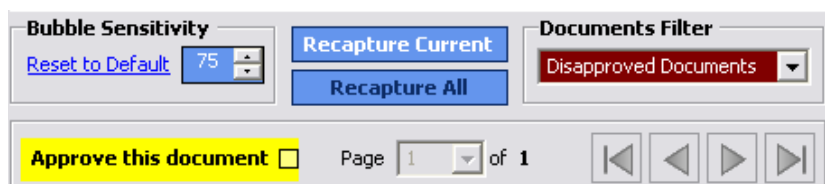
1. Use a laser printer.
2. Select an exam from which to print an answer sheet. Print one answer (bubble) sheet.
3. Print the answer sheet. Make sure to select “Fit to Printable Area” (a page scaling option) when the print screen appears!
4. Check the printed answer sheet to make sure you see six “T” marks on the page.
5. Fill in the answer sheet.
6. Scan the answer sheet.
7. If necessary, adjust scanner sensitivity.
8. If necessary, calibrate your scanner.
9. If it scans properly, DO NOT COMMIT the results from the test page. Go back to your printer and print the entire class/school. If it does not scan properly, repeat the steps or contact someone listed below for help.

If the answer sheets have been printed correctly, sometimes the bubble sensitivity will need to be adjusted. Some indications to adjust the bubble sensitivity are:

- When the student ID box is highlighted in yellow and extra commas and characters appear that were not bubbled on the answer sheet, *decrease* the sensitivity.
- When the answers are bubbled on the answer sheet but are not showing in DataScanner, *increase* the sensitivity. (Please note: this can also be caused when an answer sheet has **not** been printed correctly (referred to in Step 1) so changing the bubble sensitivity will only resolve this issue if the answer sheet is printed correctly. If not, **calibrate before** adjusting bubble sensitivity. Calibrating usually resolves this issue if the answer sheet was **not** printed correctly.) Step-by-step instruction on how to calibrate can be found at:

<http://old.sandi.net/datadirector/readandlearn/jobaids/datadirector/Calibrating.pdf>.

To adjust Bubble Sensitivity:



Increase the number to decrease the sensitivity (100 is the “lowest” sensitivity setting).

Decrease the number to increase the sensitivity (30 is the “highest” sensitivity setting).

For more instructions, refer to page 16 in the DataScanner Handbook:

http://old.sandi.net/datadirector/readandlearn/jobaids/datascanner/revDS_Handbook_v3.0.pdf.

Please contact the Help Desk or your On-Site Support Team member for help with scanning issues. If they cannot help, then contact Tressa (trenee@sandi.net) or Beth (bvenkataraman@sandi.net).