



Reading and Writing Advisory Panel Assessment Blueprints

Date: September 23, 2019

Time: 9:00 a.m. – 4:00 p.m.

Location: 2 Hudson Hollow Road, Suite B

Meeting Purpose:	Reading and Writing Advisory Panel for Assessment Blueprints
Meeting Called by:	Kentucky Department of Education, Office of Standards, Assessment and Accountability
Members:	Briana Adams, Janice Almasi, Denise Baker, Tracey Bennett, David Bolt, Amy Clancy, Jennifer David, Sheryl Dawson, Michelle Devine, Ginni Fair, Shanda Gay, Amy Grear, Susan Hellard, Amy Jeziorski, Faye Klee, Joey Littrell, Amanda Mason, Erin McIver, Christine Petroze, Noraa Ransey, Ada Skillern, Laura Taylor

Time	Focus	Lead	Discussion
9:00 a.m.	Welcome	Shara Savage, Kelly Philbeck and Whitney Hamilton	Welcome
9:16 a.m.	Meeting called to order	Kelly Philbeck and Whitney Hamilton	Roll Call – Whitney Hamilton Present: Denise Baker, Noraa Ransey, Jennifer David, Amy Grear, Briana Adams, Dr. Janice Almasi, Michelle Devine, Shanda Gay, Susan Hellard, Amanda Mason, Amy Clancy, Faye Klee, Ada Skillern, Sheryl Dawson, Laura Taylor, Joey Littrell, Tracey Bennett, Dr. Christine Petroze KDE: Whitney Hamilton, Kelly Philbeck, Shara Savage
	Approval of the Agenda	Kelly Philbeck and Whitney Hamilton	Motion to approve agenda – Amanda Mason Second motion – Amy Glancy All members were in favor.
	Review Group Norms	Kelly Philbeck and Whitney Hamilton	Review Group Norms. Kelly Philbeck and Whitney Hamilton reviewed group norms. No one desired to add to the norms.
	Review of SB1 Requirements and Process	Kelly Philbeck and Whitney Hamilton	Whitney explained the requirements of SB1 (2017) regarding the review of the assessment blueprint review process.
9:45 a.m.	Review of AP and RC Work from Round 1	Kelly Philbeck and Whitney Hamilton	Whitney and Kelly reviewed PowerPoint and expectations of the day. Kelly introduced and walked participants through the materials in the Google Folder. Kelly explained that a third-party survey is required by SB1 (2017) and stated that the public comments are included in a report provided by that third party, ARCC. Whitney distributed blueprint handouts.
	Review Assessment Blueprints (Review Public Comments from Round 2, Draft Proposed Blueprints)	Kelly Philbeck and Whitney Hamilton	Kelly and Whitney thoroughly reviewed the details of the reading blueprint. Whitney explained the elementary sections. Kelly explained the secondary portions of the

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			<p>document. Group members were comfortable with the blueprint's connection to the standards.</p> <p>Kelly and Whitney moved to the writing section of the blueprint. Kelly and Whitney moved the conversation to a review of the public comment survey results. Kelly and Whitney pointed out that the data showed strong agreement with the blueprint as it currently stands, noting decision points around editing and mechanics.</p> <p>The main objective today after reviewing the comments is to agree with or challenge the blueprints as they are and provide strong justification if there is disagreement. The members' thinking should be reflected in the justification. Members were seated in groups based on their grade bands (elementary, middle, high). Groups collaborated on closely reviewing the public comments, standards, and assessment blueprints. The groups recorded their consensus and justification in a Google document.</p> <p>At 10:55, the group reported that they have completed the blueprint worksheets.</p>
11:00	Wrap-Up	Kelly Philbeck and Whitney Hamilton	Reviewed groups' work and asked/clarified any questions. All grade levels were in agreement on the final product.
11:15	Close of Meeting	Kelly Philbeck and Whitney Hamilton	<p>Meeting Adjourned</p> <p>Noraa Ransey motioned to adjourn the meeting. Faye Klee seconded the motion. All members were in favor.</p>