

EXHIBIT C

MEMORANDUM

TO: MAGGIE LEONARD
FROM: JULIET KING, HELEN LEPAGE
SUBJECT: COSTS OF COGAT TESTING
DATE: APRIL 9, 2015
CC: MARTHA TAYLOR, SAMUEL BROWN, MICHAEL KONRAD

This memo details initial cost estimates with respect to following request:

- A. Cost of assessing all K-7 students with the CogAT test (for GATE services).
- B. Cost of assessing three K-7 sub-groups (African-American, Native American and Latinos) with the CogAT test (for GATE services)

In addition a third cost estimate is provided that would outsource some of the preparation and post-processing of the testing. Finally, a recommendation is included.

GATE currently tests between 6000-7000 students a year. Preparation, administration, and processing the CogAT test for all grade levels would increase expenditures and resource use by a factor of five from current levels and would require increased investment in clerical, testing, and evaluation personnel.

A. Testing Materials and Testing Personnel = c. \$320,000

1. Personnel Costs for Administering CogAT tests to approximately 30,000 students = \$220,000

Note: Includes whole grade level testing K-7 and IEP/ELL testing that must be done individually or in small groups and the one to 4 teacher/student ratio for testing kindergarteners. Testing will require at least 20 test administrators. Since the test is the same each year, classroom teachers cannot be exposed to the actual test items.

2. Consumable Test Booklets for grades K-2 = \$95,000
Note: Includes tax and shipping.
3. Other materials: e.g. answer documents; test labels = \$5000

Preparation for Test Administration = c. \$42,000

1. Clerical costs: Dedicated 1.0 FTE + office set-up: \$35,000. Employee would prepare testing materials (booklet and answer document labels), set up testing schedule, deliver materials, oversee testing and be primary contact for testing and complete posttest processing.
2. Parent mailings: \$5000 per mailing through US mail
3. Outreach materials (costs associated with flyers and other notification): \$2000

Processing of Assessments and Parent Notification = c. \$25,000

1. Clerical costs: Dedicated 1.0 FTE during testing time to scan tests and create data files (see above)
2. Evaluation costs: 80 hours to score and process tests = \$5000
3. Parent Mailing (score and placement letters) = \$10000/mailing

This is a gross estimate that includes the basic costs for all grade testing. There are many other miscellaneous costs including: postage, printing, and mileage that need to be factored in, as well as the time spent by site personnel in preparing for testing. In addition this does include make-up testing.

- B. The three targeted sub-groups comprise approximately 75% of the District K-7 population so that the total cost estimate would be three-quarters of the total testing expenditures.
- C. Outsource some of the preparation and post-processing of the tests through Riverside publishers. Riverside does offer a scoring package that includes pre-printed labels, scanning and scoring of answer documents, and the student data on a CD-Rom for a cost of \$13.70 per K-2 test and \$10.80 per 3-7 grade answer document. The total cost for approximately 30,000 students would be \$360,000. The District would still need to cover testing materials, outreach activities and clerical support.

Recommendation

Whole grade testing for both GATE and UHS has been done in the past, and the assessment results have demonstrated that this does not result in more students meeting the qualifying criteria for GATE services or UHS. Several years ago, the GATE department administered the RAVEN assessment to all 1st, 5th and 8th grade students. Students who met a minimum score were then tested with the CogAT. In evaluating the process, GATE determined that it did not result in identifying more students for the program and did not justify the time and expense. The results of the UHS testing of 7th graders last year also found that no more students met the test criteria even though the number of students tested was three times as many as the previous year. In addition, the number of African-American students who met the test criteria was lower than the previous year under the application process.

The CogAT assessment does provide useful information about where a student's cognitive verbal, quantitative, and non-verbal abilities are at a particular point in time, and can be used for providing instructional supports for all students whether excelling or underperforming. For this reason it can be a valuable assessment when used for a larger purpose beyond simply UHS admissions or GATE services, particularly at the middle school level.

If whole grade testing with the CogAT is to be considered, Ms. LePage, the GATE coordinator, and Dr. King, the A&E liaison to the Department, would recommend the following:

1. Testing 1st graders in the Spring semester

Although kindergarten is often the grade level suggested for whole grade level testing, many students are simply not mature enough to go through the testing process. Currently, GATE is looking at alternative assessments, such as DISCOVER for this grade level. By the 2nd semester of 1st grade, students are more practiced at following expectations for routines and procedures, and can focus on taking assessments. In addition school administrators and staff could benefit from a cognitive assessment at this level to identify students who are excelling (ready for ALEs) and those who require additional support. Finally, best practices focus on the importance of early intervention which would be accomplished by testing first grade students.

2. Testing 6th graders in the Fall semester

This was initially a recommendation from the UHS sub-committee last year. Administering the CogAT to all 6th graders in the Fall semester would provide critical information to middle school administrators, teachers and staff about students' cognitive abilities skills and target areas in need of support. It would also provide a useful measure for identifying student placement in

higher level classes (ALEs), and give students practice in preparing for the UHS application testing for UHS as 8th graders.