



PUBLIC SCHOOLS OF NORTH CAROLINA

DEPARTMENT OF PUBLIC INSTRUCTION | Catherine Truitt, *Superintendent of Public Instruction*

WWW.DPI.NC.GOV

April 4, 2022

TO LEA Superintendents
Charter School Directors

FROM Catherine Edmonds, Deputy Superintendent *CE*
Office of Educational Equity

Tammy L. Howard, Director *TJH*
Division of Accountability Services

Dave Machado, Director *DM*
Office of Charter Schools

2022–23 TESTING AND ACCOUNTABILITY TRAINING

North Carolina public school units are served by seven regional accountability offices that support the implementation of accountability policies and procedures. Traditionally, the support provided by regional accountability offices has been facilitated in monthly face-to-face training meetings where training and guidance related to testing policy, test development, and analysis and reporting are provided. The purpose of this memo is to share expectations for test coordinators' participation in monthly regional training meetings for the 2022–23 school year.

It is anticipated that beginning with the 2022–23 school year, the Division of Accountability Services will shift monthly training expectations from what they have been in past years during the months of July and August. During these two months each regional office will host a two-day training: the first day of these trainings will be conducted face-to-face, and the second day of these trainings will be held virtually. The appropriate district or school test coordinator must attend both days of training in either July or August. Test coordinators are not expected to attend training both months as the content covered during these meetings will be identical.

Beginning in September, regional offices will provide one face-to-face and one virtual training each month during the 2022–23 school year. Previous virtual trainings have been well received with consistent positive feedback; however, the traditional face-to-face meetings will also be offered for participants who prefer this mode of training. For any face-to-face meetings, appropriate social distancing protocols will be maintained. Each regional office will publish two monthly training dates by April 15, 2022, for the school year. Setting meeting dates for the upcoming year in April allows test coordinators to block these dates on calendars and plan for participation.

If a test coordinator is unable to attend a scheduled training, it is the responsibility of the test coordinator to designate a substitute representative from the public school unit to attend the

DIVISION OF ACCOUNTABILITY SERVICES

6307 Mail Service Center, Raleigh, North Carolina 27699-6307 | (984) 236-2710

AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER

LEA Superintendents/Charter School Directors

April 4, 2022

Page 2

training. If this is not possible, the test coordinator will attend a monthly training outside of the assigned region.

Please note the public school unit test coordinator listed in the Educational Directory and Demographical Information Exchange (EDDIE) is the person required to attend one of the published monthly training dates. The role is titled “Accountability” for districts and “School Testing/Accountability Coord” for other public school units. If the test coordinator changes during the school year, please notify the regional accountability office and ensure EDDIE is updated immediately to reflect the newly designated test coordinator for the public school unit. Districts and schools are encouraged to have the same person in the test coordinator role throughout the school year to ensure continuity and consistency.

Thank you for all you do for our schools and for each student in North Carolina. Your support and continued collaboration to ensure each public school unit receives proper training from the Division of Accountability Services is appreciated. If you have any questions about the information included in this memo please contact Shannon Jordan, Testing Policy and Operations Section Chief, at shannon.jordan@dpi.nc.gov.

CE:TLH:DM:slj

c: Catherine Truitt, State Superintendent
David Stegall, Deputy Superintendent of Innovation
Curtis Sonneman, Section Chief, Analysis and Reporting
Maxey Moore, Section Chief, Test Development
Shannon Jordan, Section Chief, Testing Policy and Operations
Regional Accountability Coordinators
LEA and Charter School Test Coordinators