

Office for Educational Review

Update: Term 2 2003



Welcome to the first *Update* from the Office for Educational Review (OER); designed to give you key information about a number of OER projects this Term, all in one place! You'll find anticipated release dates for various publications and data sets, tips relating to data management and using departmental systems, web addresses, as well as contact information for each project.

Assessment, Monitoring & Reporting (AMR)

The AMR Policy Strategic Plan 2003-2004, which accompanies the AMR Policy is available for all staff to access on-line at <http://info.tased.edu.au/oer/> under *Other OER Initiatives*. All staff should become familiar with individual Assessment Framework Requirements as appropriate.

Contact: Suzanne Pennicott-Jones

Monitoring Program

Dates for the 2003 Literacy and Numeracy Monitoring Program are as follows:

Grade	Dates
Years 3, 5 and 7	4-8 August
Year 9	21-25 July

Schools will soon be sent a letter addressing important issues related to the Monitoring Program. Note that brochures, giving information for parents, teachers and principals, are provided with this newsletter.

Administration instructions and class lists with student IDs will be posted about mid July. Please keep the lists in a safe place, as the student IDs will be needed in the testing program. In Years 3, 5 and 7, teachers will need to write these IDs on the front of students' answer booklets. The administration instructions will contain information regarding the return of monitoring-program materials. OER is very grateful for the cooperation of schools in this annual program.

Contact: Andrew Smith, Andrew Oakley, Ewa Mekina

Calibration

In 2003 the Essential Learnings Framework 2, Standards of Maintaining Wellbeing and Inquiry Outcomes will be calibrated. Maintaining Wellbeing and Inquiry are areas that have not previously been explored in this way and have already provided us with a number of challenges.

A team of teachers has written tasks around these standards, and these will be trialled this term in a small number of schools around the state. A sample of grades 2, 5, 7 and 10 students will be asked to complete the tasks. Once the rating and analysis have been completed, the items for the calibration will be selected and administered to a larger sample of students in Term 3.

This is an exciting project and promises to have long term benefits. As more of the outcomes are calibrated in future years, there will be a range of tasks, together with exemplars of student performance, available for use by teachers for quality assurance of assessment processes.

Contact: Heather Jatan, Andrew Smith

Kindergarten Development Check (KDC)

The first KDC was due to the data warehouse by 30 May. To date there are a number of schools who are still outstanding. Please ensure data are entered by 27 June or contact Suzanne if this timeline can't be met.

During term intervention programs for students not achieving expected developmental outcomes should be developed utilising specific support where necessary. These programs should document the details of intervention strategies, expected outcomes, management details and dates for review.

At the end of second term reassess those students who did not achieve one or more of the critical markers in first term. Transfer data to the data warehouse electronically by the end of September at the very latest.

Contact: Suzanne Pennicott-Jones

Performance Indicators in Primary Schools (PIPS)

Prep teachers should be aware of the following items:

- An electronic class analysis spreadsheet and accompanying instruction-for-use sheet that was e-mailed to PIPS coordinators and/or principals at the end of Term 1.
- A newsletter sent to all schools by Carmen Sum-Leggatt (Australian PIPS Coordinator) in the first week of June 2003.

Please ensure any new students to school prior to Friday 1 August have been assessed and the disk sent to Carmen for analysis. New students in schools after 1 August do not need to be assessed but their details must be included on the program ready for second round assessment.

Contact: Suzanne Pennicott-Jones

Data Workshops

Using Excel (repeat sessions)

These workshops are open to all schools and are designed to assist in using Microsoft Excel to work with OER related data.

	South	North	North West
Beginner	Tues 5 August 9.00-12.00	Wed 6 August 9.30-12.30	Thurs 7 August 9.30-12.30
Intermediate	Tues 5 August 1.00-4.00	Wed 6 August 1.00-4.00	Thurs 7 August 1.00-4.00
Location	E-magine Lab, Lampton Ave	Launceston College Computer Training Room C106	Arthur Support School Computer Training Room

Contact: Andrew Oakley

Corporate Report

Thankyou for your cooperation in completing the data sets for the 2002 Corporate Report. The final report will be available later in the year.

Contact: *Suzanne Pennicott-Jones*

School Improvement Review (SIR)

Professional Learning to identify key findings and develop draft targets should be undertaken this Term.

Best Practice Indicators (BPI) Survey

BPI Survey results were made available on-line from Tuesday 17 June. Users with the relevant VKey role can access the results at:

<http://info.tased.edu.au/oer/> under *New!*

Contact: *Miriam Wilde*

Parent Survey

Parent Survey results were made available on-line from Friday 20 June. Comments from the survey will be returned to schools by Friday 27 June. Users with the relevant VKey role can access the on-line results at:

<http://info.tased.edu.au/oer/> under *New!*

Contact: *Miriam Wilde*

Organisational Health Survey (OHS)

Organisational Health Survey results were delivered electronically on Monday 23 June.

Contact: *Suzanne Pennicott-Jones*

Workshop – Mandated Survey Results

Workshops on analysis/interpretation of mandated survey results should be attended by the Principal or a representative of all 2003 SIR schools.

South	North	North West	East Coast
Tues 8 July 9.00- 4.00 (Peter Hart, Insight SRC attending) Laetare Gardens	Wed 9 July 1.00-4.00 Launceston College Computer Training Room C106	Thurs 10 July 9.30-1.00 Arthur Support School Computer Training Room	Mon 14 July 1.00-6.00 Scamander Beach Hotel

Contact: *Andrew Oakley*

Data Management Tips

Individual school reports of 2001 and 2002 suspension and attendance rates are anticipated to be sent to all schools by mid July.

Contact: *Miriam Wilde*

Suspensions Information Management System (SIMS)

Schools must record all suspensions in SIMS to support the analysis of state-wide suspensions during the school year and annually. In addition, SIMS streamlines a number of suspension related procedures for schools by generating an automatic e-mail to District Support Services and District Superintendents in line with departmental policy, as well as creating a standard letter to parents.

Users with the relevant VKey role can access SIMS at:

<http://suspensions.warehouse.education.tas.gov.au/>

Contact: *Miriam Wilde, Andrew Oakley*

Drug Related Incidents (DRI) System

As a requirement of the *Management of Drug Issues and Drug Education in Tasmanian Government Schools and Colleges* Policy released in 2002, schools must record all drug related incidents in the DRI System regardless of the action taken in response to the incident (ie not only suspension related incidents).

OER identified that in Term 1 many schools were not recording incidents in the DRI system when a drug related suspension was recorded in SIMS. It's critical that all schools implement local procedures to make sure all drug related incidents are recorded in the DRI system.

Users with the relevant VKey role can access the DRI system at: <http://dri.warehouse.education.tas.gov.au/>

Contact: *Miriam Wilde, Andrew Oakley*

Absentee Data

Schools should record all student absences in SACS on a regular basis to support the analysis of state-wide absenteeism during the school year and annually (except colleges). Below are some tips:

- Enter absences into SACS regularly to make sure you don't miss a week as some schools did in 2002, as well as to help OER access up to date data at any time during the year.
- There's no need to record Grade 10 students as absent in December, since these students leave school at the end of November.
- Make sure you're using the current reason absent codes, as we found that a number of schools used inactive reason absent codes in 2002. Contact BSS Service Centre for more information 1800 816 057.

Contact: *Miriam Wilde, Andrew Oakley*

SARIS

SARIS is the Student Assessment and Reporting Information System (formerly known as SARS). Last Term, Expressions of Interest were called for schools to participate in workshops concerned with "Reporting the Essentials in 2005". Positions on those workgroups have been filled with the first round of meetings shown below.

North West	North	South
Thurs 26 June 8:30am - 1:00pm Hellyer College	Fri 27 June 8:30am - 1:00pm Newstead College	Mon 30 June 8:30am - 1:00pm IMB Seminar Room

Contact: *Nigel Cross*

Contacting OER

Phone 6233 7066

☎ Intranet: <http://info.tased.edu.au/oer/>

Andrew Oakley – A/Principal Educational Review Officer	6233 2012
Andrew Smith – Manager (Monitoring & Evaluation)	6233 7795
Anne Hart – Administrative Support	6233 8544
Ewa Mekina – A/Educational Review Officer	6233 7935
Fiona Atkins – A/Principal Educational Review Officer	6233 7295
Heather Jatan – Principal Educational Review Officer	6233 5185
Jenny Burgess – A/Educational Review Officer	6233 8683
Jenny Gale – Director (Educational Review)	6233 7192
Jillian Anderson – Administrative Support	6233 7066
Miriam Wilde – A/Educational Review Officer	6233 4564
Nigel Cross – Senior Project Officer, SARIS	6233 2721
Suzanne Pennicott-Jones – A/Manager (Review & Perf. Meas.)	6233 7758

Staff movement: Andrew Mahoney will be taking Long Service Leave from 30 June to 22 September 2003. Suzanne Pennicott-Jones will be acting Manager (Review and Perf. Meas.) and Fiona Atkins will be acting Principal Educational Review Officer.