



2010 - 2011 CESA 6 WRITING ASSESSMENT GENERAL INFORMATION

Current trends in the teaching of writing have lead school districts to have their students complete writing samples as an assessment of their writing capabilities. CESA 6 is responding to these trends by offering scoring services to assist districts in developing proficient writers. It is highly recommended that the assessment be used as a teaching tool to maximize effectiveness.

If your district wishes to participate in the CESA 6 Writing Assessment Program, the Order Form for services must be completed and returned to our office no later than the dates below. Please keep this information page and a photocopy of all of your completed forms for future reference.

Please contact me with your Testing Schedule and Report Timelines by no later than:

Fall 2010 Testing – by September 13, 2010
Spring 2011 Testing – by January 10, 2011

Based on your testing schedule, we will develop a timeline for completion

Return completed forms no later than:
September 13, 2010 for Fall Assessment and January 10, 2011 for Spring Assessment

Return To;
Debbie Pinkerton
PO Box 2568
2300 State Rd 44
Oshkosh, WI 54903-2568
Phone: 920-236-0548
FAX: 920-424-3478



2010-2011

Analytic/Holistic/In-House Writing Assessment Order Form

Please return the order forms to CESA 6 by September 13, 2010 for the Fall Assessment and January 10, 2011 for the Spring Assessment

District Name:	Building:
Address (St., City, Zip)(Do NOT use P.O. Box)	
Contact Person:	Contact Person's Telephone Area/No.
Email:	

1. Our district chooses: Fall Testing Spring Testing * Please include your testing schedule and report timelines

2. Circle Grade Levels being tested	Genre Choices N = Narrative I = Informative P = Persuasive	Number of Students being Tested	3. Student writing samples will be accepted through booklets provided or in word processing format. Please indicate the number of student booklets needed or simply check if you will be using the word processing format. Thank you!
3			<p># of Student Booklets (please include class rosters for each teacher)</p> <p>or</p> <p>Word Process Format (please include a label for each student with their legal name, teacher, grade, and school printed on the label and class rosters for each teacher)</p>
4			
5			
6			
7			
9			
11			<p>4. Do you want EEN booklets scored separately? <input type="checkbox"/> Yes (If yes, please include list of EEN students) <input type="checkbox"/> No (All students will be scored together)</p>
	Total # Tested		

Please Note:
Your school district can receive a \$.50 discount per student on an order over 500 students

_____ X \$7.00 = _____ Total Cost Holistic
 _____ X \$7.00 = _____ Total Cost Analytic
 _____ X \$7.50 = _____ Total Cost Analytic and Holistic
 (Total Students) _____ Total Cost to District

I HAVE NOTED AND AGREE to pay for the costs associated with the CESA 6 Testing Service, as described in this form.

Signature of District Administrator

Date (Mo./Day/Year)

* Sign and date the form, make a copy for your records, and send your order form for CESA 6 Analytic/Holistic/In-House Writing Tests to the following address: Cheryl Simonson, CESA 6, P.O. Box 2568, Oshkosh, WI 54903-2568
 ** Orders must be received by deadline stated in this form. If you have any questions call (920) 236-0548
 Orders may also be faxed to 920-424-3478
 *** Electronic data is available upon request.