



FLOYD COUNTY BOARD OF EDUCATION
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Issue Paper

Date: October 11, 2016

Action/Discussion Item: To approve Betsy Layne High School School-Wide Fundraiser with Houghton Mifflin Harcourt to participate in a National Equating Study as well as a letter of agreement between Betsy Layne High School and Houghton Mifflin Harcourt to participate.

Applicable Statutes or Regulation: KRS 162.90 Powers and Duties of the local board and Floyd County Board of Education policy 03.2234

Issue: The Houghton Mifflin Harcourt company has invited our school to participate in a National Equating Study for a new assessment they have developed. The assessment is entitled Cognitive Abilities Test (CogAT). The HMH Company will provide a cash award (\$17.50 per student tested) to schools participating in this study. The company will also provide a list of student scores and class and building summary reports to the school at no cost. The school system will be acknowledged by name for having participating in the equating study, but no individual student or school information will be published.

Background: The Houghton Mifflin Harcourt Company is seeking schools, grades K-12, to participate in a national equating study winter 2017, our school has been invited to participate. The assessment is the Cognitive Abilities Test (CogAT). The CogAT is an integrated series of tests that appraises the level and patten of cognitive development of students in Kindergarten through grade 12 by assessing the student's verbal, quantitative, and nonverbal reasoning abilities.

Fiscal/Budgetary Impact: There are no foreseeable costs associated with this study.

Alternative: To deny the school-wide fundraiser and agreement request.

Recommended Action: To approve the school-wide fundraiser and agreement between Houghton Mifflin Harcourt and Betsy Layne High school to participate in an equating study of the Cognitive Abilities Test.

Rationale: This will allow the school to raise necessary funding to purchase needed supplies for the school as well as receive listings of student scores, class and building summary reports to help us better serve each individual student.

Contact Person(s):

Cassandra Akers / 606.478.9138


Principal


Director of Instruction


Superintendent

*Pending
Student information
guidelines*

NATIONAL EQUATING STUDY - WINTER 2017

YOU ARE INVITED TO PARTICIPATE

Houghton Mifflin Harcourt® Assessments invites you to participate in the National Equating Study of the Cognitive Abilities Test™ (CogAT®). CogAT is an integrated series of tests that appraises the level and pattern of cognitive development of students in kindergarten through grade 12 by assessing the student's verbal, quantitative, and nonverbal reasoning abilities.

This important research opportunity begins in February 2017. Students in grades K through 12 will participate by each taking a form of the CogAT. Your school's participation will expose your students to new test items as well as helping to drive the high level of quality measurement for which HMH is known.

As part of the study, participating schools will receive an honorarium per student as outlined in the chart below. Please refer to the incentive options listed on the registration form. In addition, each school will receive a class list of Student Scores with Class and Building Summary reports to be provided in late August or early September 2017.

Although a list of schools participating in this research study will be published in a research guide and in other study documentation, please be assured that the confidentiality of all student and school information will be completely protected. The details of the study are shown below.

Cognitive Abilities Test National Equating Study - Grades K-12

WHEN TO TEST: The testing window for the study is February 6 – March 17, 2017.

Grade Levels	Total Testing Time for Each Grade	Cash Award Per Student	HMH Assessment Catalog Credit Per Student
K – 2	3 hours	\$21.00	\$42.00
3 – 12	2 hours and 30 min.	\$17.50	\$35.00

We hope you will consider this opportunity. To register, please complete the attached Registration Form, Letter of Agreement and Questionnaire as soon as possible.

Fax the three forms to Research and Measurement Services at 1-800-955-0817. Thank you for your interest.

Questions? Please call toll free: 1-877-203-5554
 Research Sampling • Email: ResearchSampling@hnhco.com
 Srivasavi Reddy • E-mail: Srivasavi.Reddy@hnhco.com
 Tommie Royce • E-mail: Tommie.Royce@hnhco.com

NATIONAL EQUATING STUDY - WINTER 2017

LETTER OF AGREEMENT TO PARTICIPATE

To: *Houghton Mifflin Harcourt™ Assessments*

We accept your invitation to participate in the *Cognitive Abilities Test™ (CogAT®)* National Equating Study Winter 2017 for grades K thru 12 as indicated on our registration form. Although our acceptance does not bind us absolutely, we commit ourselves to making every effort to test the designated classes with the selected tests during the specified time frame with the materials furnished by *Houghton Mifflin Harcourt Assessments* (hereafter known as *HMH® Assessments*). We agree that each student will complete all assigned tests according to the guidelines provided by *HMH Assessments*.

We understand that we will be administering test materials provided by *HMH® Assessments* in the agreed upon grades and will arrange to schedule the testing according to guidelines provided by *HMH Assessments*. We will assume the responsibility for keeping materials secure at all times and administer the assessment or assessments according to directions provided by *HMH Assessments*. After testing, we will follow *HMH Assessments'* instructions for deleting all research materials from our system and returning all paper research materials to *HMH Assessments*. *HMH Assessments* will furnish all materials necessary for this study and provide labels for the return of paper materials.

We understand that our school system may be acknowledged by name in *HMH Assessments'* publications, but that no student will be identified by name and student data and/or examples of responses will be used only for research and explanatory purposes. The performance of specific students, classes, schools, and districts (if applicable) will not be revealed but will be included in aggregated data. All information obtained from this study will become the property of *Houghton Mifflin Harcourt*.

In return for our participation, *HMH Assessments* agrees to provide us a List of Student Scores and Class and Building Summary reports. In addition, an honorarium will be provided relative to the total number of our students participating in grades K-12 in this research. We may choose to be awarded cash or credit to use for *HMH Assessments* products and services listed in the *HMH Assessments Virtual Catalogs*, or a combination of both. The honorarium will be proportional to the amount of testing time required for the study as detailed on the Registration Form. We understand that any catalog credit we earn will be valid until **December 31, 2017**.

Signature _____

Date _____

Printed Name _____

Title _____

School _____

District/Archdiocese/Diocese _____

District/Archdiocese/ Diocese Address _____

City/State/ZIP _____

(_____) _____
(Area Code) Telephone Number

(_____) _____
(Area Code) FAX Number

E-mail Address _____

NATIONAL EQUATING STUDY - WINTER 2017

REGISTRATION FORM

Ship Materials to (Please type or print legibly and fill out one form per participating school):

Test Coordinator

(The Test Coordinator is the main person we will be contacting with all important information. Please notify them.)

School

Shipping Address

City _____ State _____ Zip _____ Telephone Number (_____) _____
(Area Code) _____ (ext.) _____

E-mail Address of Test Coordinator

Name of Local HMH® Representative (if known)

Anticipated Testing Date(s)

Please choose your percentage of incentives in the options below.

Incentive (check one) ☐ Cash ☐ HHM Assessment Catalog Credit ☐ Combination (please enter % below)

Cash Honorarium: _____%

HMH Assessment Credit Honorarium: _____%

TOTAL: 100%

Cognitive Abilities Test™ National Equating Study Grades K–12, February 6 – March 17, 2017
Please complete the chart below with the number of classes and students you would like to test.

Grade Level	Number of Classes	Number of Students To Be Tested	Total Testing Time	Cash Award Per Student	HMH Assessment Catalog Credit Per Student
K			3 hours	\$21.00	\$42.00
1			3 hours	\$21.00	\$42.00
2			3 hours	\$21.00	\$42.00
3			2.5 hours	\$17.50	\$35.00
4			2.5 hours	\$17.50	\$35.00
5			2.5 hours	\$17.50	\$35.00
6			2.5 hours	\$17.50	\$35.00
7			2.5 hours	\$17.50	\$35.00
8			2.5 hours	\$17.50	\$35.00
9			2.5 hours	\$17.50	\$35.00
10			2.5 hours	\$17.50	\$35.00
11			2.5 hours	\$17.50	\$35.00
12			2.5 hours	\$17.50	\$35.00

To participate, please complete the Registration Form, Letter of Agreement to Participate and Questionnaire.

Fax these forms to Research and Measurement Services at 1-800-955-0817.

Registrations are being accepted until the study is filled.

Please add hmhco.com to your list of trusted contacts.

HMH utilizes electronic communication to relay important study information.

NATIONAL EQUATING STUDY - WINTER 2017 QUESTIONNAIRE

The following questions are being asked in order to obtain information about the students and schools participating in the *Cognitive Abilities Test*® (CogAT®) National Equating Study. The information will be aggregated and used only as descriptive data for the entire sample. Individual students, classes, schools, and/or districts will not be identified without the expressed permission of the school.

Name of School _____ District _____

1. Does your school currently administer CogAT®? ____ Yes ____ No If yes, Form ____
If yes, please check the grades where you currently administer CogAT.
____K ____1 ____2 ____3 ____4 ____5 ____6 ____7 ____8 ____9 ____10 ____11 ____12
2. Does your school administer ____NNAT® 2 ____OLSAT® 8 ____WISC® IV
3. Does your school administer any other ability test? ____ Yes ____ No
If yes, please list test(s) _____
4. What achievement test does your school currently use? _____
5. How many students are enrolled in your school? _____
6. What is the grade range of your school? Lowest grade (K, 1, 2, etc.) _____
Highest grade _____
7. Does your school have a gifted and talented program? ____ Yes ____ No
8. Does your school have kindergarten that is _____ full day or _____ half day?
9. What percent of your students are Title I students? _____ %
10. What percent of your students are special education students? _____ %
11. What percent of your students are English Language Learners (ELL)? _____ %
What percent of these ELL students speak Spanish? _____ %
12. About what percent of your students receive free lunch? _____ %
What percent receive reduced price lunches due to low family income? _____ %
13. Which of the following categories best describes the community that your school/district serves?
Check one: _____ Urban _____ Suburban _____ Rural
14. What is the population of the city or town in which your school is located?
Check one: _____ Less than 2,500 _____ 50,000 to 99,999
_____ 2,500 to 9,999 _____ 100,000 to 249,999
_____ 10,000 to 49,999 _____ 250,000 or more