

C6	Design an approach to ensure alignment of content and performance descriptors with the assessment considering comprehensiveness, emphasis, and depth. — <i>Internal alignment</i> Teacher committees —CTB <i>External Alignment</i> Norm Webb All alignment studies will address comprehensiveness of tests in terms of gaps and weaknesses, emphasis and depth of knowledge as well as thinking skill distribution.	Sec. 1111 (b)(3)(E)	Letter to Norm Webb for Agreed Services as Vendor.	Assessment and Student Services.	June 30, 2002.
C7	Before pilot, complete an analysis of the alignment of the assessment and standards identifying any gaps and weaknesses in the alignment.	Sec. 1111 (b)(3)(B)	Report from Norm Webb, Vendor.	Assessment and Student Services.	December 30, 2003.
C8	After pilot, complete an analysis of the alignment of the assessment and standards identifying any gaps and weaknesses in the alignment.	Sec. 1111 (b)(3)(B)	Report from Norm Webb, Vendor.	Assessment and Student Services.	March 31, 2004.
C9	Complete test items and review for bias to ensure that results measured the essence of the standards and does so for students of diverse backgrounds. —Internal Bias Review Committee —CTB Bias Review Committee	Sec. 1111 (b)(3)(F)(ii)	Blueprints of Pilot Tests	Assessment and Student Services.	June 30, 2003.
C10	*Administer pilot tests in grades 3–8, 10. Production, distribution, and administration.	Sec. 1111 (b)(3)(E)	Pilot administration manual.	Assessment and Student Services.	December 30, 2003.
C11	Design an approach to ensure alignment of content and performance descriptors with the assessment considering comprehensiveness, emphasis, and depth.	Sec. 1111(b)(3)(E)	Letter to Vendor and Report re: Alignment Study.	Assessment and Student Services.	December 30, 2003.
C12	Complete any needed adjustments in the test forms. Address gaps and weakness and make adjustments.		First and Final Drafts of Test Forms.	Assessment and Student Services.	December 30, 2003.
C13	Results of alignment study sent to U.S. Department of Education.	Sec. 1111(b)(3)(B)	Alignment Study	Assessment and Student Services.	December 30, 2004.
C14	*Administer tests	Sec. 1111(b)(3)(D)	Superintendent's letter with testing schedule.	Assessment and Student Services.	June 30, 2004.
	—Production —Distributions —Scoring				
C15	Develop reports that are technically adequate for school and district accountability.	Sec. 1111(b)(3)(H)	Copies of reports and accountability standards.	Assessment and Student Services.	December 30, 2004.
C16	*Distribution of an itemized score analysis to support instructional improvement.		Sample report based on test administered in 2001–2002.	Assessment and Student Services.	*August 31, 2003 and Annually thereafter.
C17	Develop technical manuals that contain such information as validity, reliability, fairness/ accessibility, and comparability of results. —Reports —Revision of reports	Sec. 1111(b)(3)(C)	Technical manuals	Assessment and Student Services.	December 30, 2004.
C18	Develop procedures for test administration, scoring, data analysis, and reporting to meet high technical standards. —Administration manuals —Data Analysis and Technical Data	Sec. 1111(b)(3)(C)	Copies of protocol and procedures manual.	Assessment and Student Services.	December 30, 2003.