



# 2019 Datafolio Fall Administration Training August 27-31, 2018

Dear Florida Educator,

The Florida Department of Education (FLDOE), in collaboration with Measured Progress and Project Access, will provide a second Florida Standards Alternate Assessment (FSAA)—Datafolio Administration, Content, and Assessment View System (AVS) Training for educators who will have students participating in the FSAA—Datafolio during the 2018-2019 administration.

**All teachers** who have students whose Individual Educational Plan team has determined that the Datafolio is the most appropriate tool to assess growth **are required to attend** annual training before administering the FSAA—Datafolio. Teachers who previously attended this training in July 2017 and/or administered the FSAA—Datafolio during the 2017-2018 administration are also expected to attend this training.

**Please note:** AACs are responsible for ensuring educators complete the FSAA—Datafolio Administration Training. Qualifying teachers who are not attending training in July 2018 are expected to register and attend training in August 2018.

**Each participant will attend 3 half-day training sessions over a two day period:**

- ❖ Session 1: FSAA—Datafolio Administration
- ❖ Session 2: Content and Differentiation Training (Project ACCESS)
- ❖ Session 3: Using the Assessment View System

**New for teachers this Fall!** - Developing Opportunities for Activity Choices Workshops: This optional half-day workshop, a collaboration between Project ACCESS and Measured Progress, is designed for teachers who will be administering the FSAA—Datafolio during the 2019 administration that will attend Datafolio Training in July or August. This workshop will focus on how to develop aligned opportunities for activity choices, including resources available to teachers, examples and non-examples of opportunities, and ideas on how to integrate the FSAA—Datafolio with the classroom curriculum. Participants should come prepared with a specific student in mind and classroom materials to develop aligned opportunities in a collaborative workshop environment.

Training Options		Datafolio Training Workshops			
		Session 1: Datafolio Administration	Session 2: Content and Differentiation Training (Project ACCESS)	Session 3: Using the Online Assessment View System	Developing Opportunities for Activity Choices Workshop (Optional)
<b>Group F</b>	Datafolio Administration Training	August 27 <sup>th</sup> Morning	August 27 <sup>th</sup> Afternoon	August 28 <sup>th</sup> Morning	
<b>Group G</b>	Datafolio Administration Training	August 27 <sup>th</sup> Afternoon	August 28 <sup>th</sup> Morning	August 28 <sup>th</sup> Afternoon	

<b>Group H</b>	Datafolio Administration Training & Developing Opportunities Workshop #1	August 28 <sup>th</sup> Morning	August 28 <sup>th</sup> Afternoon	August 29 <sup>th</sup> Morning	August 29 <sup>th</sup> Afternoon
<b>Group I</b>	Datafolio Administration Training & Developing Opportunities Workshop #2	August 28 <sup>th</sup> Morning	August 28 <sup>th</sup> Afternoon	August 29 <sup>th</sup> Morning	August 30 <sup>th</sup> Morning
<b>Group J</b>	Datafolio Developing Opportunities Workshop #3				August 30 <sup>th</sup> Afternoon
<b>Group K</b>	Datafolio Developing Opportunities Workshop #4				August 31 <sup>st</sup> Morning

### Next Steps

- Register to participate in the Datafolio Training online at <https://www.research.net/r/FALLDATATRINREG18>. Registration will close on August 3, 2018 at 5:00 p.m. (EST).
- Please do not wait to register as groups fill quickly.

### Lodging

The State's contractor, Measured Progress, will arrange overnight accommodations for attendees traveling more than 50 miles to Orlando. Measured Progress will make the arrangements and pay for accommodations. Panelists are responsible for incidentals (movies, phone calls, room service, etc.) and the hotel will ask for a credit card at the time of check-in to account for these expenses.

### Transportation

- Participants may elect to drive their personal car to the meeting and receive mileage reimbursement at the rate of 44.5 cents per mile; **or**
- Rental car arrangements may be made by participants, in place of mileage reimbursement; **or**
- Air travel is available to participants that live at least 400 miles from Orlando. **All requests for air travel must be made directly through Measured Progress and may not be combined with rental car arrangements. Measured Progress will not reimburse participants who purchase their own airline tickets.**

### Meals

Breakfast and lunch will be provided during the meeting. Participants purchasing their own meals outside of this provision will be responsible for the cost of those meals. All other meals will be reimbursed up to \$36.00 a day (Breakfast \$6.00, Lunch \$11.00, Dinner \$19.00). Alcoholic beverages are not reimbursable. **Keep all receipts as they must be submitted for reimbursement. Measured Progress will not reimburse meals without receipts.**

### Stipend

Participants who complete the training that are not being paid under contract on the days of the meeting will receive a stipend in the total amount of \$262.50.

### Substitute Reimbursement

Substitute expenses will be paid to the school district for teachers requiring a substitute in order to participate in the FSAA – Datafolio Administration Training.

Please contact the FSAA Service Center with any questions by phone (866.239.2149) or e-mail (FSAAServiceCenter@measuredprogress.org). Standard Hours are Monday–Friday from 8:00 a.m. to 5:00 p.m. (EST).



## FSAA Service Center |

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**Web:** <https://fsaa-training.onlinehelp.measuredprogress.org> | **email:** [FSAAServiceCenter@measuredprogress.org](mailto:FSAAServiceCenter@measuredprogress.org) | **Office:** 866.239.2149 |  
**Standard Hours:** Monday – Friday 8:00 a.m. to 5:00 p.m. (EST)

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