

Process Writing Assessment Spring Calendar

Date	Event	Description
April 29- May 2	PWA Teacher Administration and Scoring Packet Arrives at Schools	*Packet with PWA prompt, rubric, directions, anchors, scoring procedure, calendar, & Edusoft score sheets will be delivered to school sites.
May 5-9	PWA Arrives at Schools	*PWA will arrive at your site. *Testing coordinator or administration will sign for tests. *Testing coordinator or Teacher Leader will count booklets and notify Research and Assessment if any are missing.
May 8	PWA Teacher Leader Training	*Teachers can attend an after school professional development meeting to learn how to lead scoring sessions at school sites. *Teachers will become familiar with the SPRING prompt and anchor papers.
May 12-23	PWA Administration in schools	*Same grade level teachers decide on a window of 2-3 common days to give the PWA, and confirm with administrators. *Teachers administer the PWA, allowing only 50 minutes for students to write the essay (teachers may spend more time on the scaffolding leading up to the essay).
May 26- June 12	School Sites Score Process Writing Assessment	*Sites choose a day for teachers to score collaboratively, OR arrange a Community Scoring Session with another school site. *Teachers score papers in pairs, as a department, as a whole staff, or with another school's staff.
May 28	6-8 Central Scoring Session	*Teachers attend a scoring training in order to calibrate and score some of their papers collaboratively.
May 29	6-9 Central Scoring Session	*Teachers attend a scoring training in order to calibrate and score some of their papers collaboratively.
June 13	PWA Scores Due to Research and Assessment	*Teachers record scores on Edusoft answer sheets. *Teachers scan score sheets into Edusoft.