



THE SCHOOL DISTRICT
OF PALM BEACH COUNTY, FLORIDA

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August 10, 2011
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Contact Person:
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TO: All Principals

FROM: Judith Klinek, Chief Academic Officer 

SUBJECT: FY11 FLORIDA COMPREHENSIVE ASSESSMENT TEST (FCAT) WRITING ASSESSMENT IMAGE COMPACT DISCS (CDs) FOR INFORMATION ONLY

Beginning with the 2002 administration of the FCAT Writing Assessment, the Florida Department of Education (FDOE) has captured and stored each student's response electronically each year.

No later than Tuesday, August 16, 2011, the Department of Research, Evaluation and Assessment will send to each school, by pony, an FCAT Writing Image CD containing images of student responses for all students (arranged alphabetically by last name) whose 2011 FCAT Writing results were reported for that school.

The information on the CDs, including student names, identification numbers, actual responses, and scores, is confidential. Schools must ensure that individuals given access to this information have legitimate educational reasons for retrieving any documents and must follow district and school security protocols for storing and retrieving test information.

According to the FDOE, student information is not intended for staff development use. However, if a school chooses to use response samples for professional development activities, the names of the students and any other identifying information must be removed.

For further information about the distribution of the FCAT Writing Image CDs, please call Cherie Boone at 434-8855/PX 48855. For further information about the instructional uses of the FCAT Writing Image CDs, please call Nikki Jones (elementary schools) at 432-6399/PX 86399 or Diana Yohe (middle and high schools) at 684-5294/PX 45294.

WFM/JK/MB/MH/CB/vf

Approved: 
William F. Malone, Superintendent

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