



THE SCHOOL DISTRICT
OF PALM BEACH COUNTY, FLORIDA

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For Information
Only

TO: All Principals

FROM: Jeffrey J. Hernandez, Chief Academic Officer 

**SUBJECT: FLORIDA COMPREHENSIVE ASSESSMENT TEST (FCAT) WRITING
ASSESSMENT IMAGE COMPACT DISCS (CDs)**

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. During the week of July 27th the Department of 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 2009 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 staff development and/or instructional purposes, the 2009 FCAT Writing Anchor Set, a set of training materials used during hand-scoring for each writing prompt, will be accessible by designated school personnel on or before August 1, 2009, at <http://fcat.fldoe.org/09writinganchorsets.asp>. Schools may use this information to provide direction for improvements in curriculum and instruction, as well as in the school improvement planning process.

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 Rachel Amburgey (middle and high schools) at 434-8054/PX 48054.

ACJ/AK/JJH/MB/BT/CB:vf

Reviewed: 
Ann Killets, Chief of Staff

Approved: 
Arthur C. Johnson, Ph.D., Superintendent

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