

January 26, 2010

TO: Technology Center Superintendents

FROM: Robin Schott, Associate State Director

SUBJECT: Guidelines for Academics, EOI Alternative Tests and Corresponding Practice Tests, and Information for Utilizing WorkKeys as EOI Alternative Assessments

At the December Superintendents' meeting, we shared a brief overview of legislative changes, the ACE Task Force and implications for CTE academic course/credit offerings as well as EOI alternative assessment information. We have updated and created several documents to provide you and your staff the most up-to-date information concerning these topics.

The first document, "Oklahoma CTE Guidelines for Academics," has been updated from an original document created and sent several years ago from Belinda McCharen. This document includes the latest legislative changes and recommendations for implementation. Links to web-based information are also included. Several new additions include information about electronic transcripts, remediation, alternate testing, and transcribed business and industry endorsements. Questions concerning this information may be directed to:

- Robin Schott, associate state director, rscho@okcareertech.org, 405.743.5432
- Kelly Arrington, state guidance coordinator, karri@okcareertech.org, 405.743.5159
- Tommi Leach, career & academic advisement specialist, tleach@okcareertech.org, 405.743.5524
- Tina Fugate, math/science specialist, tfuga@okcareertech.org, 405.743.5139

The second document is a table listing all current EOI Alternative Tests and the recommended proficient and advanced scores, as well as the OKCIS and KeyTrain practice tests that are currently available for remediation. The OKCIS Test Prep package is available as an add-on purchase to OKCIS and the cost is between \$200 - \$375 depending on package and time of purchase. KeyTrain is currently provided to all technology centers at no cost.

The final document is detailed information concerning the use of WorkKeys Assessments as EOI Alternative Assessments. The Career Readiness Certificate (CRC) is provided free to Oklahomans by the Governor's Council for Workforce and Economic Development. The WorkKeys assessments to earn a Career Readiness Certificate include: Applied Mathematics, Reading for Information and Locating Information. These assessments are available free of cost to Oklahomans provided they take all three of them, thus giving the opportunity to achieve an Oklahoma Career Readiness Certificate. There are some special considerations for using

WorkKeys Assessments for the EOI Alternative Assessment outside the CRC process. For questions concerning this information, please contact Susan Kuzmic, CRC project specialist at skuzm@okcareertech.org or 405.809.3582.