



Oct. 26, 2023

Dear Superintendents and BOCES Directors,

I hope you are well and that you have been able to enjoy the gorgeous fall we're having this year. I have been learning a lot during my visits to Colorado schools, and I am so grateful for the leadership you provide in your districts, BOCES and communities. I am reaching out today to share information about rulemaking before the State Board of Education and to make sure you are aware of a procurement for our CMAS and CoAlt assessments. In addition, I want to encourage you to nominate an individual from your district to participate in the proposal evaluation process.

Rulemaking activities by the State Board of Education

I've heard from a few of you that you are not always aware of the rulemaking proceedings before the State Board of Education. Our State Board of Education Office sends out notices of rulemaking as part of the board's regular meeting notices, so be sure to check those if you're interested in following rulemaking proceedings. The board office also sends out an announcement when rules are approved. These emails come to you from Angela Maramba, director of State Board Relations. In addition, you can find a schedule of anticipated rulemaking posted on our website here:

https://www.cde.state.co.us/cdeboard/schedule_board_rulemaking_2022_2023

At the state board's meeting in November, we will hold hearings on the following rules:

- Rules for the Administration of the Adult Education and Literacy Grant Program, 1 CCR 301-98
- Rules For the Administration of the Healthy Meals for All Program, 1 CCR 301-114
- Rules for the Administration of the Exceptional Children's Educational Act (ECEA) 1 CCR 301-8

[You can check out Board Docs for materials related to the rulemaking a week prior to the meeting.](#)





CMAS and CoAlt Request for Proposals

CDE released a Request for Proposals for a new CMAS (all content areas) and CoAlt (science and social studies) contract last week. This procurement is required because the current contract for these assessments will expire this summer, and the first administration under the new contract is expected to begin in spring 2025. Unless changes in the assessment content and design are required by future legislation, the content and design of the CMAS and CoAlt assessments will not change in 2025 even if there is a change in our contractor following this procurement effort.

With awareness of the ongoing conversations regarding Colorado's assessment and accountability systems, the released RFP includes flexibilities that will allow the state to pivot and adjust within the new contract as needed based on future legislative expectations and revisions to the Colorado Academic Standards. CDE is committed to working with you to minimize any unintended disruptions that the potential transition to a new vendor may cause. Prospective contractors have until the end of November to submit proposals, and we plan to announce an intent to award a contract prior to the end of the school year.

RFP Review Committee Nominations

Submitted vendor proposals will be evaluated by a committee of Colorado school district representatives and CDE staff with experience in the development, administration, scoring and reporting of large-scale assessments. We are seeking your help in identifying the district representatives who will participate on the committee that will make recommendations for the final contract award. **Please consider nominating qualified candidates to be considered as evaluation committee members.** Fill out the attached *Participant Interest Survey* if you would like to nominate a qualified candidate, including yourself, for committee participation. Nominations for qualified candidates should be sent to CDE's Assessment Division at assessment@cde.state.co.us by **Wednesday, Nov. 8**. The Assessment Division will connect with the nominees if they are selected, or to get additional information as needed.



Several meetings (see Participant Interest Survey) will be scheduled for committee members, including a technology system demonstration by prospective vendors. Committee members must be able and willing to spend significant time outside of these meeting dates working independently to read and evaluate the vendor proposals. All committee members must be willing to sign a non-disclosure agreement and commit to attend **all** meetings. While the level of effort is relatively high for committee members, we are hoping to find field representation in each of the areas identified below:

- District and School Administrators (e.g., superintendents, principals)
- Assessment administration experts (e.g., district assessment coordinators)
- Content experts familiar with the Colorado Academic Standards and preferably the process of developing items for statewide assessment. Individuals with experience in item writing, content and bias/sensitivity review, rangefinding, and data review are especially needed.
- Technology experts (e.g., district technology coordinators) familiar with either/both network and device set-up for online testing, and/or the use of student and test management software and test administration software (e.g., KITE Educator Portal, WIDA AMS).
- Individuals with expertise in teaching or directly supporting the instruction of students with disabilities
- Individuals experienced in teaching or directly supporting the instruction of multilingual learners
 - Individuals with expertise in Spanish literacy and the Colorado Academic Standards are also needed
- Individuals experienced in teaching or directly supporting the instruction of students with disabilities
- Individuals with psychometric expertise

Thank you in advance for your assistance with this important procurement effort. District representation and participation is critically important to the integrity of Colorado's state assessment program, including the vendor selection process. Please contact wirth-hawkins_c@cde.state.co.us with any questions about participation on the RFP evaluation committee.



As always, my door is always open to you. Please don't hesitate to reach out to me if you have questions, concerns or ideas for me. As I mentioned, I'm really enjoying visiting schools and communities across the state and would love to learn about the successes and opportunities facing each one of you. Please reach out if you'd like me to attend an event or visit your schools.

Warm Regards,

Susana Córdova
Commissioner
Colorado Department of Education

Attachment:

CMAS and CoAlt Assessment Contract Proposal Evaluation Committee Participant Interest Survey

Please complete this form to nominate someone or to express your interest in participating on the proposal evaluation and contract recommendation committee for the CMAS (all content areas) and CoAlt (science and social studies) assessments. All committee members must be willing to sign a non-disclosure agreement and commit to attend **all** meetings:

- Main committee evaluation kick-off: December 6 (virtual)
- Subcommittee evaluation Kick-off (technology and sample item review subcommittees):
December 7 (virtual)
- Subcommittee evaluation discussion meeting: TBD (expected to be virtual)
- Initial evaluation discussion meeting: January 22 (expected to be virtual)
- Vendor presentations/demonstrations/interviews: February 6 (in person in Denver)
- Main committee discussion meeting 2: February 7 and February 8 (expected to be virtual)

Completed *Participant Interest Surveys* should be sent to assessment@cde.state.co.us **by Friday, November 10th**.





COLORADO
Department of Education

Office of the Commissioner
201 East Colfax Avenue
Denver, CO 80203-1799

Nominee Name: _____

Nominee Email: _____

Nominee Phone: _____ This is a work/office phone cell phone

School (if applicable): _____ This is a charter school

This is an online school

District: _____

Region (select from the following):

- Northwest North Central Northeast
- Southeast West Central Southwest
- Metro Pikes Peak

Gender (select from the following):

- Female Male Other
- Prefer not to disclose

Race/ethnicity (select all that apply from the following):

- American Indian/Alaska Native Asian Black
- Hispanic Hawaiian/Pacific Islander White
- Other _____ Unknown or prefer not to disclose

Current Position/Title: _____

Years in Position: _____

Area of Expertise (choose one or more):

- District and School Administration (e.g., superintendents, principals)
- Assessment administration (e.g., district assessment coordinators).
- Colorado Academic Standards
 - English language arts - elementary school English language arts - middle school
 - Math - elementary school Math - Middle school
 - Social Studies - elementary school Social Studies - Middle school





- Science - elementary school Science - Middle school Science - High school
- Item development for statewide assessment. Individuals with experience in item writing, content and bias/sensitivity review, rangefinding, and/or data review are especially needed.
- Technology (e.g., district technology coordinators) familiar with either/both network and device set-up for online testing, and/or the use of student and test management software and test administration software (e.g., PearsonAccessnext, KITE Educator Portal, WIDA AMS).
- Teaching or directly supporting the instruction of students with disabilities in grades 3-8 and high school
- Teaching or directly supporting the instruction of multilingual learners in grades 3-8 and high school
- Psychometrics.





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Other information about this nominee’s experience in identified area(s) of expertise (Please provide information on prior positions in education, including grade levels, content areas, and student groups):

Other information about this nominee that may be helpful:

