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MEMORANDUM

TO: District Assessment Coordinators
District Coordinators of Accountability

FROM: Victoria Ash, Chief
Bureau of K-12 Assessment

DATE: July 14, 2009

SUBJECT: Annual Statewide Assessment and Accountability Meeting

The annual meeting of Assessment and Accountability will be held on **Wednesday, September 9, 2009**, from 8:30 A.M. – 5:00 P.M. at the **Renaissance Orlando Resort at SeaWorld, 6677 Sea Harbor Drive, Orlando, FL, 32821**. The purpose of this meeting is to inform school district personnel about the statewide assessment and accountability programs and to discuss procedures for the 2009-2010 school year.

Please note that the Florida Association of Test Administrators (FATA) will be conducting a meeting at the same facility following the Assessment and Accountability Meeting from 5:30 - 7:00 P.M. If you have questions concerning the FATA meeting, please contact Christine Kerstyn at (772) 462-8553 or at kerstynC@stlucie.k12.fl.us.

The Florida Department of Education has arranged with the Renaissance to block guest rooms specifically for this meeting. A special room rate of \$99.00 per night, plus tax, for single or double occupancy will be available for a limited time only. To make reservations, please contact the hotel directly at 1-800-836-7610 **no later than Monday, August 10, 2009**, and mention the 2009 Annual Assessment and Accountability Meeting to receive the discounted room rate.

If you have any questions, please contact Susie Lee at (850) 245-0785 or at Susan.Lee@fldoe.org. We look forward to seeing you in September.

VA/sl

CORNELIA S. ORR, PH.D.
ASSISTANT DEPUTY COMMISSIONER
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