



**STUDENT ASSESSMENTS FOR
TEACHER AND PRINCIPAL EVALUATION**

FORM C

PUBLICLY AVAILABLE SERVICES SUMMARY

This form will be posted on the New York State Education Department’s Web site and distributed through other means for all applications that are approved in conjunction with this RFQ to allow LEAs to understand proposed offerings in advance of directly contacting Assessment Providers regarding potential further procurements.

Assessment Provider Information	
Name of Assessment Provider:	New York State Restaurant Association Educational Foundation
Assessment Provider Contact Information:	409 New Karner Road, Suite 202 Albany, NY 12205 Ph: 518-452-5522 or 1-800-452-5212. Fax: 518-452-0143. Webpage: www.nysraef.org
Name of Assessment:	Qualters Culinary Arts Skills Assessment- New York State Restaurant Association Performance Assessment (Qualters-NYSRAPA)
Can this assessment be used as a growth measure?	No
Does this assessment provide normative inferences about student growth? If so, how?	No
What are the grade(s) the assessment covers?	Secondary, primarily grades 11 & 12. Grades 9 & 10 at discretion of LEA.
What are the subject area(s) the assessment covers?	Culinary Arts
What are the technology requirements associated with the assessment?	Requires culinary arts/food preparation environment (equipment and supplies). See RFQ62012 NYSRAPA Test Administration Manual, pages 41-50 for example. Also requires internet connection and email address.

Please provide an overview of the application for LEAs. Please include:

- **A description of the assessment;**
- **A description of how the assessment is used;**
- **A description of how scores are reported (include links to sample reports as appropriate);**
- **A description of how the Assessment Provider supports implementation of the assessment, including any technical assistance. (3 pages max)**

An Overview of the Application of the Qualters-NYSRAPA for LEAs

The Qualters Culinary Arts Assessment-New York State Restaurant Association Performance Appraisal (Qualters-NYSRAPA) is an on-demand performance assessment for high school students in food service/culinary arts classes. The assessment is comprised of two two-hour sessions in which examinees are required to complete 10 distinct cooking tasks (five in each session). They are also evaluated on three holistic skills: professionalism (appearance, safety & sanitation, hygiene), time management and Mise en Place during each session. Each distinct task assesses specific standards found in the 2008 National Standards for Family and consumer Sciences Education (FACS). Examinees' performance on these tasks is assessed by external evaluators using a multi-faceted scoring rubric.

As a practical assessment, there are specific minimum facility and equipment requirements necessary to allow students to demonstrate and perform the assigned tasks. They are:

- 1) A production kitchen used in a culinary arts education program;
- 2) Student stations prepped with knives, cutting boards, sanitation liquid etc.; and
- 3) Ingredients and equipment required by assessment tasks as identified in recipes for each task.

After completing an Order Form (found on the NYSRAEF website), the primary contact receives access to a secure website with downloadable assessment material. Schools are responsible for copying and distributing the material, which includes:

The Test Administration Manual;
Test Booklet for Evaluators;
Instructions for Test Administrators;
Student Test Booklets Part 1 and Part 2;
A Student Study Guide; and
Scoring Guidelines for External Evaluators.

Schools identify external evaluators for the assessment and register them with the test administrator; a ratio of one evaluator to 4-6 students is optimal. Evaluators must have experience in culinary arts/foodservice management, either in industry or education. Culinary Arts teachers may serve as evaluators provided examinees are not in their class during the semester in which the assessment is administered. Once they are registered, external evaluators receive an email with a link to a recorded hour-long training session which they must complete prior to the assessment.

Each student receives 8 scores per session (5 skills and 3 holistic scores). Scores of 1 to 4 are awarded in each area: 4=outstanding performance/product; 3=competent and proficient performance/product with some room for improvement; 2=flawed performance/product that requires improvement to be minimally acceptable; and 1=deficient and in need of substantial improvement.

At the end of each session, the evaluator consolidates the 8 scores for each student on a Score Record sheet and returns it to the test coordinator. When both sessions are complete, the test coordinator enters individual student names and scores into a web data collection form. Within 7

days, teachers are notified of student scores. A rating of “Proficient” is awarded to students who achieve scores of 42 or higher out of the 64 possible points. Students achieving the “Proficient” rating receive Certificates of Proficiency from the New York State Restaurant Association.

A number of students on IEPs or Section 504 Plans completed this assessment successfully during the field tests. The length of time allowed for completion may be extended for as long as necessary, provided the same evaluator is available for the entire assessment. Recipes and directions may be read aloud, bilingual dictionaries and glossaries may be used and a separate location may be provided if necessary to provide an optimal testing environment. The scoring rubrics and the meaning of the scores cannot be changed.

Scheduling this assessment may vary depending on facilities, the number of students being tested and the availability of external evaluators. Students may complete one two-hour session and, following a break for cleaning and set-up, complete the second two-hour session. The sessions may be scheduled on successive days or even weeks apart.

Technical assistance is available to LEAs throughout the process, from the New York State Restaurant Association Educational Foundation and the test administrator.

Estimated Service Costs (non-binding) <i>Please include information about costs associated with the use of the assessment, including costs associated with technical assistance, training, professional development, scoring, etc. Please clearly identify whether these services, for cost, are required in order for an LEA to use the assessment.</i>	
Fixed costs over a given academic year.	Costs will vary by school depending on culinary arts curriculum and program design.
Per-student costs over a given academic year that are above the estimated fixed costs.	In 2011 and 2012, LEA cost per student was \$21.
Time-and-materials costs that are limited to special services that are NOT required for standard administration during a given year (e.g., special professional development services at the start of a contract, standard setting if required, test augmentation if required, language translation fees for tests and supporting materials) and that are delineated on either a time-and-materials or a cost-per-service basis for each special service).	Costs vary with local markets. As a performance assessment, there are costs for consumable materials utilized in test administration plus potential costs for the use of external evaluators and/or substitute teachers.

If approved as a student assessment for teacher and/or principal evaluations, we are prepared to provide services to (Please indicate by clicking on the appropriate boxes below):

x	<u>All</u> Districts/LEAs in the State of New York, or
	Only to those eligible Districts/LEAs indicated below:

For Assessments That Cover ELA and Math Only:

Please mark with an "X" the elements below that apply to the assessment. If you project the assessment will change to include elements over the next three years, please mark the applicable year. Shaded cells represent NYSED's suggested guidance to the field as New York State transitions to the Common Core.

ELA: Non-Binding Guidelines for Phase-In of Common Core Assessment-Related Elements

Elements	Applicable Year		
	12-13	13-14	14-15

Includes texts			
Include texts – fiction and non-fiction			
Include writing			
Includes writing from texts – fiction and non-fiction (from Social Studies / History, Science, and Technical Subjects)			
Assesses listening			
Assesses speaking			
Assess all four domains of CCSS (Reading, Writing, Speaking, Listening) with fidelity			

MATH: Non-Binding Guidelines for Phase-In of Common Core Assessment-Related Elements

Elements	Applicable Year		
	12-13	13-14	14-15
Has appropriate level of focus			
Has appropriate level of focus per PARCC frameworks			
Includes open-ended items			
Includes open-ended items that measure application			
Appropriate measurement of mathematical practices			
Has various assessment modes to demonstrate mathematical skills and concepts			
Assesses modeling			
Assesses fluency			