

*W. Clinton Rasberry, Jr.*  
*Chair*

*Joseph C. Wiley*  
*Vice Chair*

*Charlotte A. Bollinger*  
*Secretary*

*James E. Purcell*  
*Commissioner of*  
*Higher Education*



*Mark T. Abraham*  
*Raymond J. Brandt*  
*Joel E. Dupré*  
*Joseph P. Farr*  
*William H. Fenstermaker*  
*Chris D. Gorman*  
*Robert W. Levy*  
*Richard A. Lipsey*  
*Edward D. Markle*  
*Roy O. Martin III*  
*Albert D. Sam II*  
*Matthew L. Jewell, Student*

**BOARD OF REGENTS**

*P. O. Box 3677*  
*Baton Rouge, LA 70821-3677*  
*Phone (225) 342-4253, FAX (225) 342-9318*  
[www.regents.state.la.us](http://www.regents.state.la.us)

**DATE:** April 1, 2013

**TO:** College of Education Deans and Two-Year College Chief Academic Officers

**FROM:** Dr. Jeanne M. Burns  
*Jeanne M. Burns*  
Associate Commissioner for Teacher and Leadership Initiatives

**RE:** PARCC Campus Leadership Team Meeting – April 23, 2013

The third statewide meeting for the PARCC Campus Leadership Teams will take place on Tuesday, April 23, 2013 from 10:00 AM – 2:30 PM at the West Baton Rouge Conference Center, 2750 North Westport Drive, Port Allen, Louisiana. Costs for travel will be *reimbursed* by the Louisiana Board of Regents through the Core to College grant based upon new State travel regulations.

The primary purpose of the meeting will be for PARCC Campus Leadership Team members to provide feedback about the draft mathematics and English grade- and content-specific performance level descriptors that have been developed for the new PARCC assessments. In particular, campus teams will have an opportunity to determine if the new descriptors accurately reflect what high school students should know to perform at a Level 4 and Level 5 to demonstrate that they are prepared to enter entry-level credit-bearing college courses in mathematics and English. Campuses will also be able to compare the PARCC descriptors to core competencies that were identified by campus teams last year to determine if they are harder, easier, or similar.

The new draft content-specific performance level descriptors will be made available to the public on April 10, 2013. All PARCC Campus Leadership Team Leads are asked to convene their teams between the dates of April 11 and April 22 for the purpose of discussing the high school descriptors and determining if they appropriately describe Levels 4 and 5. Our office will e-mail copies of the descriptors and state developed competencies to all PARCC Campus Leadership Team Leads as soon as the descriptors are available for public use on April 10.

On April 23, 2013, participants at the statewide PARCC meeting will once again work in small groups with PARCC team members from other campuses to jointly critique the descriptors using information from discussions that occurred among their own PARCC Campus Leadership Team

members. This will occur in discipline specific groups (e.g., mathematics; English). By the close of the statewide meeting, a set of recommendations will be developed about the descriptors for the State of Louisiana to submit to PARCC during May as a State response.

We would appreciate it if you would complete the attached form to identify from two to four team members that will be participating in the statewide meeting. At least one team member needs to be present to discuss feedback about the mathematics descriptors and at least one team member needs to be present to discuss feedback about the English descriptors. Please verify that the team members will attend the meeting on April 23, 2013 before placing their names on the list. Please submit the form to Linda Marino ([linda.marino@la.gov](mailto:linda.marino@la.gov)) via e-mail by April 10, 2013.

If your campus does NOT plan to send a team to participate in the Statewide PARCC Campus Leadership Team meeting on April 23, 2013, please send an e-mail to Linda Marino ([linda.marino@la.gov](mailto:linda.marino@la.gov)) by April 10, 2013.

It will be important for institutions to send faculty members responsible for teaching mathematics and English content courses and send faculty members responsible for teaching mathematics and English/language arts methodology courses. K-12 partners serving on the PARCC Campus Leadership Teams will also be important partners at the meeting and you may add a fifth person if necessary. At least one team member needs to be responsible for sharing information discussed at the April 23 meeting with the College of Education dean at the universities, chief academic officers, and other faculty/administrators on the campuses.

The West Baton Rouge Conference and Visitors Center is the same location where we have held previous PARCC meetings. It is located close to I-10. Take Exit 151 (US 190/Lobdell). Soon after exiting I-10 onto LA 415, turn right onto Commercial Drive and take the first right onto North Westport Drive. The center can be seen from I-10. Please go to the following URL or MapQuest for more specific directions to the meeting location.

<http://www.westbatonrouge.net>

A listing of hotels/motels near the WBR Convention and Visitor's Center has been enclosed. PARCC Campus Leadership Team members will be responsible for making their own reservations and will be reimbursed by the Board of Regents after attending the meeting. Again, Core to College grant funds awarded to the Board of Regents will be used to cover travel costs. Campuses will not have to use their own Core to College grant funds for the meeting. New State travel regulations must be followed for participants to be reimbursed for travel costs.

If you have any questions, please don't hesitate to contact our office at 225-342-4253.

Enclosures

**STATEWIDE PARCC CAMPUS LEADERSHIP TEAM MEETING  
APRIL 23, 2013**

**CAMPUS LEADERSHIP TEAMS**

<b>NAME OF UNIVERSITY</b>	
---------------------------	--

**Directions: Please identify the individuals who will be attending the Statewide PARACC Campus Leadership Team meeting on April 23, 2013.**

**Please e-mail this form to Linda Marino ([linda.marino@la.gov](mailto:linda.marino@la.gov)) by April 10, 2013.**

**Team Member #1**

Name:	
Title:	
E-mail Address:	

**Team Member #2**

Name:	
Title:	
E-mail Address:	

**Team Member #3**

Name:	
Title:	
E-mail Address:	

**Team Member #4**

Name:	
Title:	
E-mail Address:	

**Team Member #5 (Optional)**

Name:	
Title:	
E-mail Address:	

**PLEASE SUBMIT TO LINDA MARINO ([linda.marino@la.gov](mailto:linda.marino@la.gov)) BY APRIL 10, 2013**

## Hampton Inn & Suites

225-389-6655 or 1-800-HAMPTON  
2755 Commercial Drive  
Port Allen, Louisiana 70767

### Description:

86 Rooms in this elegant new hotel including 32 suites. Rooms include flat screen LCD TV's, iron, ironing board, coffee maker, hairdryer, clock, microwave, refrigerator and suite shop.

Free local calls, wireless internet service and cable in each room. Property has a business center and a modern meeting room. Complimentary hot breakfast included. An outside pool and fitness room at this hotel. Plenty of free parking available. Located next door to the West Baton Rouge Conference Center and just minutes from downtown Baton Rouge and LSU.



Website: [www.Hamptoninn.com](http://www.Hamptoninn.com)

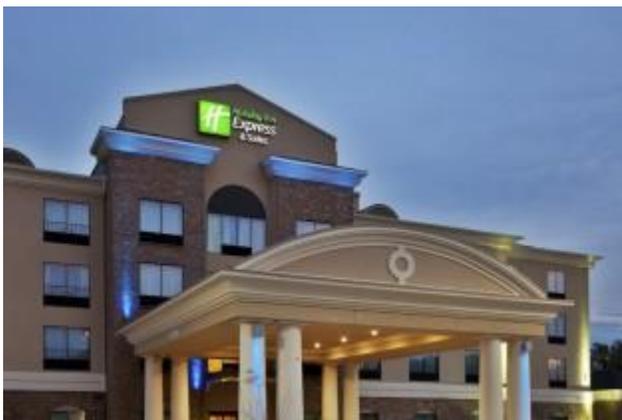
## Holiday Inn Express Hotel & Suites

225-343-9967 or 1-888-400-9714  
2860 North Westport Drive  
Port Allen, Louisiana 70767

### Description:

89 rooms and suites in this beautiful new West Baton Rouge Hotel. Rooms include iron, ironing board, refrigerator, microwave, coffee maker, hairdryer, stereo clocks. Wireless flat screen TV's and internet service in each room. A modern business center and meeting rooms on sight. Enjoy the exercise room and indoor swimming pool. Complimentary full breakfast and morning paper. Plenty of free parking and close to the West Baton Rouge Conference Center. Ten minutes from downtown Baton Rouge and LSU.

Website: [www.Holidayinn.com](http://www.Holidayinn.com)



## Comfort Suites



225-343-4300  
2880 N. Westport Drive  
Port Allen, Louisiana 70767

### Description:

65 Rooms and Suites include iron, ironing board, refrigerator, microwave, clock, hairdryer and coffeemaker. Complimentary Continental Breakfast will get you started in the morning. Exercise room, outside pool, Business center, Cable TV, free local calls and plenty of free parking. Next door to the West Baton Rouge Conference Center and minutes from downtown Baton Rouge and LSU Campus.

Website: [www.comfortsuites.com/hotel-port\\_allen-louisiana-LA109](http://www.comfortsuites.com/hotel-port_allen-louisiana-LA109)