



NCEA ACRE

FREQUENTLY ASKED QUESTIONS

ARCHDIOCESE OF CINCINNATI

MAY 2009

- 1. *Why must my parish or school participate in NCEA ACRE (National Catholic Educational Association - Assessment of Catechesis/Religious Education)?***
Archdiocese of Cincinnati Religious Education Policy #2108.02 states, "The NCEA ACRE Assessment must be administered in every parish and school annually."
Each of us in catechetical leadership should assess/evaluate our program to determine its strengths and areas of concern. The NCEA ACRE instrument gives data-based information from which to do that evaluation and plan more effectively for the future.
- 2. *How do I order materials (Question Booklets, Scoring Sheet, Header Sheets & Cover Sheets)?***
Order materials from CAL (Computerized Assessments and Learning, LLC) at www.caltesting.org or 866-406-3850. Brochures which include an order form are available on-line at www.ncea.org then click on NCEA ACRE/IFG. The brochures are also available from your regional Office of Evangelization and Catechesis.
- 3. *What is the Alignment Review?***
The Alignment Review is an examination of the NCEA ACRE questions in order to form expectations for student learning. The Review Sheet will assist you study your results and plan for the future. The Alignment Review Forms and Instructions are found in the NCEA ACRE Interpretation Manual on pp. 57 - 63.
- 4. *When do we administer NCEA ACRE?***
NCEA ACRE is administered to Grade 12 in Catholic High Schools in the Fall. Completed score sheets are due to CAL by Nov. 13, 2009.
NCEA ACRE is administered to Grades 5 & 8 in Catholic Elementary Schools and to selected grades in all parishes in January. Completed score sheets are due to CAL by Feb. 19, 2010.
- 5. *How many students do we need to participate in NCEA ACRE?***
You may assess any number of students to receive a summary of the scores on the Knowledge Domains - Part I. To receive summary reports on the Affective Categories - Part II, a group of six (6) or more students must comprise the group. If you order the individual student reports you will receive a copy of all of the individual score reports on Part I, no matter the number of students participating.
- 6. *What are the Special Codes for Grade 8 Students?***
All students in Grade 8 (parish and school) should indicate which high school they will be attending. Have the students insert the number of the high school they will be attending on Side One of the Answer Sheet under Special Codes using the ABC columns. [Click here](#) to access the list of codes. At the end of the year CAL will pull out Grade 8 student scores for the school they will be attending and give that school a summary report. The school will then have an idea of the strengths and areas of concern for their incoming freshmen.
- 7. *What is a Header Sheet and how many do I need?***
A completed Header Sheet contains important information for the scoring of your students' answer sheets. Please order and complete a Header Sheet for each level administered. If you have more than one class for a level and would like a report for each class, order and complete a header sheet for each class. You will then receive a report for each class plus a summary of the whole level. Be sure to order a few more Header Sheets than you think you will need.

8. *What is a Cover Sheet?*

A Cover Sheet (usually yellow) comes with your materials. Place it on top of your whole order to be scored. Please include all the information requested so that CAL knows where to send your reports and keep your contact person current. [Click here](#) for a cover sheet.

9. *Where do I send our completed Answer Sheets?*

Send your completed score sheets **directly to CAL by traceable shipping** (UPS, FedEx, USPS, RPS, etc.) by the due date to:

**Computerized Assessments and Learning, LLC
1202 East 23rd Street, Suite B
Lawrence, KS 66046**

10. *When and how will I get my reports?*

You will receive your parish or school reports about three weeks after they are received by CAL. You will receive the Archdiocesan and National Averages Report of the level(s) you administered shortly after CAL has received all the answer sheets from our parishes and schools.

As of July 1, 2008 your ACRE Report will be sent to your contact person electronically by email unless you "opt out" by marking the appropriate box on your order form or ask for a printed report when ordering by phone. A small additional fee will apply.

11. *What kind of reports will I get?*

Your parish or school NCEA ACRE Report will include an item-by-item summary breakdown of your group's responses on Faith Knowledge-Part I questions as well as a graphed summary of the Domains: God, Church, Liturgy and Sacraments, Revelation, Life in Christ, Church History, Prayer/Religious Practices and Catholic Faith Literacy. The Beliefs, Attitudes, Practices and Perceptions Section of Part II also has item-by-item graphed summaries in the Categories: Catholic Identity, Images of God, Morality, Relationship with Jesus, Relationship with Others, Perception about School/Parish Religious Education Program and Student Concerns.

If you order the Individual Student Reports, you will receive each student's individual scores for the Faith Knowledge - Part I Section. You will not get individual scores for the Beliefs, Attitudes, Practices and Perceptions - Part II Section in order to assure confidentiality.

After all archdiocesan school and parish answer sheets are received by CAL, an Archdiocese and National Averages Report will be sent to your ACRE contact person by email.

12. *Where can I find more information regarding NCEA ACRE?*

- Check the **NCEA Web Page** at www.ncea.org. Click on NCEA ACRE/IFG.
- Locally, contact **Carolyn Stucke** at 937-498-1192 or cstucke@catholiccincinnati.org or **Kris Krimm** at 513-421-3131 or 800-686-2724 or kkrimm@catholiccincinnati.org.
- Borrow the **NCEA ACRE Mini Presentation** from your regional media center to inform your catechists, teachers, parents, education commission or parish council about NCEA ACRE and how it can benefit your parish or school. This presentation (35 - 45 minutes) in Power Point (**MP 0001**) or Overhead (**MP 0002**) includes the script and an opening prayer for the catechetical leader to use. Topics include: What NCEA ACRE is, what it measures, administration information and reports received.
- Borrow **VC 2146, "NCEA ACRE Assessment Workshop,"** from your regional media center. This video for NCEA ACRE Coordinators explains the purpose and implementation of NCEA ACRE as well as how to read and interpret the reports received.

To reserve a time to borrow these materials, contact your regional media center at:

Northern Region 937-498-1192 or sidneymediacycenter@catholiccincinnati.org
Dayton Region 513-223-4075 or daytonmediacycenter@catholiccincinnati.org
Cincinnati Region 513-421-3131 or cincinnatiacycenter@catholiccincinnati.org

13. *Should I inform the parents of our students before administering NCEA ACRE?*

It is advisable to give parents notice prior to the administration of NCEA ACRE. [Click here](#) for a sample letter you may adapt to fit your circumstances.

14. *What should I do if we cannot comply with the policy to administer NCEA ACRE?*

Rarely is there a reason why a school or parish is unable to participate in NCEA ACRE. If this is the case however, the catechetical leader must write a letter to Kenneth Gleason, Archdiocesan Director of the Office of Evangelization and Catechesis, 100 East Eighth Street, Cincinnati, OH 45202 and request an exemption by Nov. 1, 2009.

15. *May a teacher or catechist go over the questions with students after NCEA ACRE was administered to them?*

No. The administration manual and safe handle policies forbid using the actual NCEA ACRE questions for post assessment teaching. The teacher or catechist may, however, go over the CONTENT contained in the questions, i.e., incarnation, virtue of hope, evangelist, etc. and use that as a springboard to clarify teaching.

16. *How should I comply with the NCEA ACRE Archdiocese of Cincinnati Policy if my parish has a summer religious education program?*

Administer NCEA ACRE to your students at least one level during your summer program. Send your completed answer sheets to CAL for scoring **after August 1**. CAL will score your answer sheets and send you your parish report as soon as they are received. Your scores will be included in the average scores for the archdiocese the following spring. After all other parishes administer NCEA ACRE, an archdiocesan report will be sent to you.