



STATE OF HAWAII
DEPARTMENT OF EDUCATION


P.O. BOX 2360
HONOLULU, HAWAII 96804

OFFICE OF STRATEGY, INNOVATION AND PERFORMANCE

July 29, 2019

ACTION REQUIRED
Due August 14, 2019

TO: Deputy Superintendent
Complex Area Superintendents
Public Charter School Executive Director
Principals (All)
Public Charter School Directors (All)

FROM: Rodney Luke 
Assistant Superintendent

SUBJECT: **Accepting Applications for Hawaii Statewide Assessment Program (HSAP)
Science Content and Fairness Data Review Committees**

The Department of Education's Assessment Section is accepting applications from individuals to serve on various Science Content and Fairness Data Review Committees to review field tested NGSS-aligned items.

Committee members will review items with field test data indicating a) potential content issues to determine if the items are appropriate for inclusion in the HSA item bank and b) potential bias to determine if the items are biased or if the content of the items is fair and unbiased. Applications are being accepted from general education, special education and English Language Learner teachers, curriculum specialists and higher education faculty for the following content and fairness data review committees:

Science Content and Fairness Data Review Committees

Grades	Date & Times	Location
Elementary (Grades 3 - 5)	Tuesday, August 27, 2019 8:00 a.m. - 4:00 p.m.	American Institutes for Research (AIR) 1601 Kapiolani Boulevard Suite 900, Honolulu
Middle School (Grades 6 - 8)	Wednesday, August 28, 2019 8:00 a.m. - 4:00 p.m.	
High School (Biology 1 End-of-Course Exam)	Thursday, August 29, 2019 8:00 a.m. - 4:00 p.m.	

Teachers and other support staff who require a substitute will be provided with a substitute code; community members will be provided with a stipend of \$178.42 per day.

If you would like to be considered for one of the Science Content and Fairness Review Committees, please submit your application no later than **Wednesday, August 14, 2019** using the link <http://bit.ly/HSAPScienceBioCAC>.

After submitting your online application form, you will receive a system-generated email confirming receipt of your information from the American Institutes for Research (AIR). You will then enter a pool of possible participants for the committee(s) you have indicated on the application form. The Department of Education will select participants from the pool to ensure diverse, balanced committees. If you are selected for a committee, you will receive a separate, additional confirmation notice via email. **Please do not attend a committee meeting without receiving a committee confirmation email.**

All meetings will be held at the American Institutes for Research (AIR) office located at 1601 Kapiolani Boulevard, Suite 900, in Honolulu.

For neighbor island committee members, AIR will make all travel arrangements, including air and ground transportation. Participants will be reimbursed for parking fees at their home airports. AIR will not honor travel coupons or reimburse participants who make their own travel arrangements.

For Oahu committee members, AIR will provide parking validation at the meeting site. Participants will not be reimbursed for mileage or gas.

If you have any questions, contact Paul Dumas, Test Development Specialist, Assessment Section, at (808) 307-3636 or at paul.dumas@k12.hi.us.

RL:pd

c: Assessment and Accountability Branch