



STATE OF HAWAII
DEPARTMENT OF EDUCATION
KA 'OIHANA HO'ONA'AUAO
P.O. BOX 2360
HONOLULU, HAWAII 96804

OFFICE OF STRATEGY, INNOVATION AND PERFORMANCE

April 21, 2023

ACTION REQUIRED
Due: May 30, 2023

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

FROM: Cara Tanimura 
Interim Assistant Superintendent

SUBJECT: **Accepting Applications for Science Item Review Committees**

The Assessment Section of the Office of Strategy, Innovation and Performance is accepting applications from educators to serve on various Hawaii Statewide Assessment Program (HSAP) science item review committees from July 17 - 19, 2023.

Committee members will review newly written items for inclusion as embedded field test tasks next school year. Each item will be reviewed for its freedom from bias, match to the Next Generation Science Standards, grade band/course appropriateness, the accuracy of its content, and language clarity or ease of understanding. In addition, the committees will approve items developed by states sharing items with Hawaii for inclusion on our assessments.

Applications are being accepted from general education, special education, and English learner teachers for the following item review committees:

Committee	Content Areas	Dates/Times	Location
Hawaii Science Item Review Committees	Grades 3–5 Grades 6–8 High School Life Science	Monday, July 17, 2023 - Wednesday, July 19, 2023 8:00 a.m. – 3:00 p.m.	Cambium Assessment Inc. Honolulu Office

Participants will be compensated with a stipend of \$184.66 per day.

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If you would like to be considered for one or more of the HSAP Science Item Review Committees, please submit your application no later than **Tuesday, May 30, 2023**, using the following link: <https://tinyurl.com/scienceitemreview23>.

After submitting your online application form, you will receive a system-generated email confirming receipt of your information from Cambium Assessment Inc. (CAI). 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.**

The HSAP Science Item Review Committee meetings will be held at the CAI office located at 1601 Kapiolani Boulevard, Suite 900, Honolulu.

Participants must be able to serve on all of the days that have been scheduled for a committee. The committees will meet as listed in the schedules above and each participant will be expected to be available during these hours each day that the participant's assigned committee meets.

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

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

Please share this memo with science teachers and colleagues who may be interested.

Should you have any questions, please contact Paul Dumas, Assessment and Accountability Branch, Assessment Section, via email at paul.dumas@k12.hi.us or by phone at (808) 307-3636.

CT:pd

c: Assistant Superintendents
Office of Curriculum and Instructional Design
Office of Student Support Services
Assessment and Accountability Branch