



STATE OF HAWAII
DEPARTMENT OF EDUCATION
P.O. BOX 2360
HONOLULU, HAWAII 96804

OFFICE OF STRATEGY, INNOVATION AND PERFORMANCE

May 2, 2018

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

FROM: Rodney Luke *ln for Rodney Luke*
Interim Assistant Superintendent

SUBJECT: **Accepting Applications for Summer 2018 Hawaii Statewide Assessment Program (HSAP) Science, Biology End-of-Course Exam, and Algebra 1 and 2 End-of-Course Exams Item Review Committees**

The Department of Education’s Assessment Section is accepting applications from individuals to serve on various Hawaii Statewide Assessment Program (HSAP) item review committees. A short description of each committee is provided below:

Hawaii State Science Assessments including the Biology End-of-Course Exam

- 1. **Rubric Validation of NGSS Items Field Tested during SY 2017 – 2018.** Committee members will review, and potentially revise, the scoring rubrics and assertions for the field tested NGSS items based upon item performance data collected during the field test.

Content Area	Grades	Date/Times	Stipend*
Science	3 - 5	June 7 and 8, 2018 8:00 am – 4:00 pm	\$172.60 per day
	6 - 8	June 7 and 8, 2018 8:00 am – 4:00 pm	\$172.60 per day
Biology	High School End-of-Course	June 7 and 8, 2018 8:00 am – 4:00 pm	\$172.60 per day

*The stipend provided for each content area committee may vary based on the number of hours required to complete the work.

The location of this meeting has yet to be determined but it will be in the Honolulu area.

- 2. **Content and Fairness Data Review of Field Tested 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 committee:

Content Area	Grades	Date/Times	Stipend*
Science	3 - 5	August 17, 2018 8:00 am – 4:00 pm	\$172.60 per day
	6 - 8	August 17, 2018 8:00 am – 4:00 pm	\$172.60 per day
Biology	High School End-of-Course	August 17, 2018 8:00 am – 4:00 pm	\$172.60 per day

**The stipend provided for each content area committee may vary based on the number of hours required to complete the work.*

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

End-of-Course Exams for Algebra 1 and Algebra 2

- Item Review:** Committee members will review newly written items for inclusion as embedded field test items on the SY 2018-2019 Hawaii Algebra 1 and 2 End-of-Course Exams. Each item will be reviewed by a committee composed of Hawaii teachers for its freedom from bias, match to the Hawaii standards and benchmarks, its appropriateness for the grade level, the accuracy of its content, and language clarity or ease of understanding the intent of the question. Applications are being accepted from general education, special education and English Language Learner teachers for the following item review committees:

Content Area	Date/Times	Stipend*
Algebra 1 and 2 EOC	July 9, 2018 8:00 am – 4:00 pm	\$172.60 per day

**The stipend provided for each content area committee may vary based on the number of hours required to complete the work.*

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

If you would like to be considered for one or more of these item review committees, please submit your application no later than Friday, May 25, 2018 using the online application located at alohahsap.org > Smarter Balanced > 2018 Science and EOC Review Committees, or by using the link below:

<http://events.constantcontact.com/register/event?llr=zuii4ejab&oeidk=a07efc91o3n4589667e>

After submitting your online application form, you will receive a system-generated email confirming AIR's receipt of your information. 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.**

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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 the participant's assigned committee meets.

For neighbor island committee members, AIR will make all travel arrangements, including air and ground transportation and hotel accommodations only for committees that meet on consecutive days, and will reimburse participants 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 for validated parking at the meeting site. AIR or the Department will not reimburse participants for mileage or gas.

If you have any questions, please contact Paul Dumas, Test Development Specialist, in the Department of Education's Assessment Section, at (808) 733-4100 or via Lotus Notes email.

RL:pd

c: Assistant Superintendents
State Public Charter School Commission
Assessment Section