



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

OFFICE OF STRATEGY, INNOVATION AND PERFORMANCE

May 9, 2016

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

FROM: Tammi Chun 
Assistant Superintendent

SUBJECT: **Accepting Applications for Summer 2016 Hawaii Statewide Assessment Program (HSAP) Review Committees**

The Department of Education's Assessment Section is accepting applications from individuals to serve on various Hawaii Statewide Assessment Program (HSAP) committees for the Hawaii State Science Assessments (HSA Science), Hawaii State Alternate Assessments (HSA-Alt) and End-of-Course (EOC) Exams during June – August 2016.

A short description of each committee is provided below:

HAWAII STATE SCIENCE ASSESSMENTS

- 1. **Rubric Validation of Field Test Items:** Committee members will review student responses from machine scored constructed response (MSCR) questions that were embedded in the 2015-16 Hawaii State Science Assessments. Applications are being accepted from general education, special education, and English Language Learner teachers for the following rubric validation committees:

Content Area	Grades	Date/Times	Stipend*
Science	4	June 6, 2016 8:00 a.m. – 3:00 p.m.	\$164 per day
	8	June 7, 2016 8:00 a.m. – 3:00 p.m.	\$164 per day

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

- 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	4 and 8*	July 21, 2016 8:00 a.m. – 3:00 p.m.	\$164 per day

**This committee will also review items for the End-of-Course Biology I Exam.*

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

- 3. Item Review:** Committee members will review newly written NGSS Clusters for inclusion as embedded field test tasks & the Practice HSA Science Test. Each cluster will be reviewed for its freedom from bias, match to the NGSS, appropriateness for the grade band/grade, accuracy of its content, and language clarity or ease of understanding the intent of the cluster. Applications are being accepted from general education, special education, and English Language Learner teachers for the following item review committees:

Content Area	Grades	Date/Times	Stipend*
Science	4	August 15 – 16, 2016 8:00 a.m. – 4:00 p.m.	\$164 per day
	8	August 17 – 18, 2016 8:00 a.m. – 4:00 p.m.	\$164 per day
	High School	August 22 – 23, 2016 8:00 a.m. – 4:00 p.m.	\$164 per day

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

HAWAII STATE ALTERNATE ASSESSMENTS

- 1. Item Review:** Committee members will review tasks and related items for alignment to the state academic content standards, target difficulty level, appropriate use of language, clear instructions, and any possible bias issues. Applications are being accepted from general education, special education, and English Language Learner teachers, as well as higher education faculty for the following item review committees:

Content Area	Grades	Date/Times	Stipend*
ELA/Literacy	3 – 8 and High School	July 8, 2016 8:00 a.m. – 3:00 p.m.	\$164 per day

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

END-OF-COURSE EXAMS

- 1. Rubric Validation of Field Test Items:** Committee members will review student responses from machine scored constructed response (MSCR) questions embedded in the 2015-16 End-of-Course Exams. Applications are being accepted from general education, special education, and English Language Learner teachers for the following rubric validation committees:

Content Area	Date/Times	Stipend*
Biology I	June 8, 2016 8:00 a.m. – 3:00 p.m.	\$164 per day
Algebra I	June 14, 2016 8:00 a.m. – 3:00 p.m.	\$164 per day
Algebra II	June 15, 2016 8:00 a.m. – 3:00 p.m.	\$164 per day

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

- 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	Date/Times	Stipend**
Biology I*	July 21, 2016 8:00 a.m. – 3:00 p.m.	\$164 per day
Algebra I & II	July 22, 2016 8:00 a.m. – 3:00 p.m.	\$164 per day
U.S. History	July 22, 2016 8:00 a.m. – 3:00 p.m.	\$164 per day

**This committee will also review items for the HSA Science Assessment in Grades 4 and 8.*

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

To be considered for participation in one or more of the committees, please complete the online application form at the applicable AlohaHSAP portal website: <http://alohahsap.org> >> HSA Science / HSA-Alt / EOC Exams >> Summer Review Committee Registration; or, you may follow the direct links to each of the registration sites below:

HSA Science:

<http://events.constantcontact.com/register/event?llr=zuii4ejab&oeidk=a07ecmv0se19eb5ea85>

HSA-Alt:

<http://events.constantcontact.com/register/event?llr=zuii4ejab&oeidk=a07ecmv3g2lfe16286f>

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EOC Exams:

<http://events.constantcontact.com/register/event?llr=zuii4ejab&oeidk=a07ecmv4pct8e814cbc>

The deadline for submitting your online application is **Thursday, May 26, 2016**. 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.**

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.

If you have any questions, please contact Brian Reiter, Administrator of the Department of Education's Assessment Section, at (808) 733-4100 or via Lotus Notes email, or Emily MacGillivray of AIR, at (808) 943-3906 or via email at emacgillivray@air.org.

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c: Assistant Superintendents
State Public Charter School Commission Office
Assessment Section