



STATE OF HAWAII
DEPARTMENT OF EDUCATION

P.O. BOX 2360
HONOLULU, HAWAII 96804

OFFICE OF STRATEGY, INNOVATION AND PERFORMANCE

September 2, 2022

ACTION REQUIRED
Due: September 16, 2022

TO: Deputy Superintendent
Complex Area Superintendents
Hawaii State Public Charter School Executive Director
Principals (All)
Public Charter School Directors (All)
Math and Science Department Chairs
Special Education Department Heads
Special Education Teachers
HSA-Alt Test Administrators

FROM: Cara Tanimura *Cara Tanimura*
Interim Assistant Superintendent

SUBJECT: Accepting Applications for the Hawaii State Assessment-Alternate Construct Relevant Vocabulary Review Committee

The Assessment Section of the Office of Strategy, Innovation, and Performance is accepting applications for the Hawaii State Assessment-Alternate (HSA-Alt) Construct Relevant Vocabulary Review Committee for Mathematics and Science.

HSA-Alt Construct Relevant Vocabulary Review Committee members will examine the proposed construct relevant vocabulary by reviewing:

- 1) the degree of alignment between the construct relevant vocabulary and essence statements of the HSA-Alt Range Performance Level Descriptors derived from the Hawaii Common Core Standards for mathematics and the Next Generation Science Standards for science, and
- 2) the appropriateness of the vocabulary for students who take the HSA-Alt assessment.

Applicants should have strong content knowledge, an understanding of learning progressions, and familiarity with both Hawaii State Standards and HSA-Alt range performance descriptors. Experience working with students with significant cognitive disabilities is preferred.

Committee members will participate in a one-hour virtual informational webinar from 3:00 - 4:00 pm on September 28, 2022, conduct individual reviews on the proposed construct relevant vocabulary

prior to the committee meeting (estimated to take three hours), then meet face-to-face from 8:30 am to 4:00 pm on October 5-7, 2022 at Cambium Assessment, Inc.'s (CAI) Honolulu office. Participants must be able to participate in the informational webinar, conduct individual reviews, and serve all three days of the committee meetings. The committee will be divided into two working groups, one for mathematics and one for science. The mathematics group will review vocabulary for grade 3-8 and 11. The science group will review vocabulary for grades 5, 8, and 11.

Please note that all participants will need to bring a computer or mobile device that can connect to the internet wirelessly to the face-to-face meeting.

HSA-Alt Construct Relevant Vocabulary Review Committee

Tasks	Date/Time	Site
Virtual Orientation Webinar	September 28, 2022 3:00 pm - 4:00 pm	Virtual
Independent Review	Approximately three hours before October 5, 2022	
Face to Face Committee Meeting	October 5-7, 2022 8:30 am - 4:00 pm	CAI Honolulu office



REGISTRATION

Interested candidates should submit an application at <https://tinyurl.com/HSA-Alt> or use the QR code above by **September 16, 2022**. Panelists will be selected to ensure diverse representation across geographic areas, demographic groups, content areas, and grade levels. Airfare and lodging will be provided to all neighbor island participants. Participants will receive \$97.33 for attending the orientation webinar and completing the independent review. All non-Hawaii State Department of Education (HIDOE) employees and HIDOE employees on fall break will receive a stipend of \$184.66 per day for the committee meetings. A substitute code will be available for other HIDOE employees, as needed.

All applicants will receive an automated email that verifies that the online application has been successfully completed. Completing the online registration form does not guarantee participation as a committee member. Registrants who are selected as committee members will receive a confirmation email. Each registrant must receive the confirmation email before attending the meetings.

Please share this memo with your mathematics, and science department chairs, special education department chairs, teachers, and HSA-Alt test administrators.

For additional information please contact Hwa Hee Sohn, Test Development Specialist, or Paul Dumas, Acting Administrator, Assessment Section, at (808) 307-3636 or via HIDOE email.

CT:hs

c: Assessment and Accountability Branch