



STATE OF HAWAII
DEPARTMENT OF EDUCATION

P.O. BOX 2360
HONOLULU, HAWAII 96804

OFFICE OF STRATEGY, INNOVATION AND PERFORMANCE

August 24, 2021

ACTION REQUIRED
Due: September 3, 2021

TO: Complex Area Superintendents
Hawaii State Public Charter School Commission
Interim Executive Director
Principals (All)
Public Charter School Directors (All)
School Test Coordinators
Curriculum Coordinators
Student Services Coordinators

FROM: Cara Tanimura. *Cara Tanimura*
Interim Assistant Superintendent

SUBJECT: Hawaii Statewide Assessment Program Training Conference

The annual Hawaii Statewide Assessment Program (HSAP) training conference will be held virtually on September 13 - 14, 2021. The conference will offer 26 informative breakout sessions in addition to a keynote and plenary speakers. Public and public charter school personnel who have a role in coordinating HSAP test administration and/or making decisions based upon the results of these assessments should attend this training.

The purpose of the HSAP two-day training is to provide participants with the necessary information to plan and administer statewide assessments so that the results can be used for school improvement and accountability purposes. Participants will learn about updates to the policies and practices for administering state-wide assessments, explore assessment literacy, and gain a deeper understanding of the appropriate use of the results. Presenters will emphasize the effective use of summative and formative assessments results in order to improve student achievement and to ensure equity.

Breakout sessions for the HSAP training conference include the following topics:

- assessment literacy;
- updates to Smarter Balanced test coordination, administration, and security;
- developing assessments and instructional resources aligned to the Hawaii Common Core Standards;

- understanding and interpreting Smarter Balanced Assessment scores;
- instruction and assessments aligned to the Next Generation Science Standards;
- using data to guide school and student success; and
- using performance tasks in instruction.

All school-level assessment team members are encouraged to attend the two-day training. Members of a school's assessment team include the principal and/or vice principal, test coordinator(s), curriculum coordinator, data coordinator, and student services coordinator. If a member of a school's assessment team is scheduled to provide direct instruction to students on the date of the training, the Assessment Section will fund a substitute for the teacher (reason 54, sub code: 15654571 for department schools or 18055571 for public charter schools).

Complex areas are encouraged to have a team attend the training that includes the complex area superintendent, school renewal specialists, and complex area support team members involved with supporting test coordination and administration.

There will be time set aside for Question and Answer Office Hours with presenters at the end of each day, along with time for school assessment teams to plan and discuss the sessions each of them attended during the day.

2021-22 HSAP Two-Day Training

DATE	TIME	MODE
Monday, September 13, 2021	8:30 am - 3:00 pm	Virtual
Tuesday, September 14, 2021	8:30 am - 3:00 pm	Virtual

The online registration for the training may be accessed at: [HSAP Training Conference](#). The deadline to register is **Friday, September 3, 2021**. If school personnel will be attending the training as a team, they can review the agenda together and map out their session attendance to best meet the school's needs and areas of interest.

If you have any questions, contact Karen Tohinaka, Test Development Specialist, Assessment Section, at (808) 307-3636 or via email at karen.tohinaka@k12.hi.us.

CT:kt

c: Deputy Superintendent
Assessment and Accountability Branch