



**STATE OF HAWAII  
DEPARTMENT OF EDUCATION**

P.O. BOX 2360  
HONOLULU, HAWAII 96804

OFFICE OF STRATEGY, INNOVATION AND PERFORMANCE

May 3, 2021

**ACTION REQUIRED  
Due: June 1, 2021**

**TO:** Principals  
Public Charter School Directors  
Curriculum Coordinators  
ELA, Math and Science Department Chairs  
Special Education Department Chairs  
Special Education Teachers  
English Language Learner Teachers

**FROM:** Rodney Luke *R. Luke*  
Assistant Superintendent

**SUBJECT: Accepting Applications for Alternate Assessment Item Review  
Committees**

The Assessment Section is now accepting applications for the **Hawaii State Alternate Assessment (HSA-Alt) Item Review Committee**. The HSA-Alt Item Review Committee will be convened virtually on **Friday, July 23 from 8:00 am to 3:30 pm**. Committee participants will review English Language Arts, mathematics, and science test items that were field tested during the 2020-21 school year. Test items will be examined for content and accessibility with committee panelists recruited from each of the three grade bands, elementary, middle, and high school. Content area experts, general education teachers, and individuals who work with students with significant cognitive disabilities are being recruited for this committee. A link to the online application site can be accessed through the alohahsap.org website or by clicking the link: <http://bit.ly/AltJuly2021>.

The deadline for submitting online applications is **Tuesday, June 1, 2021**. After submitting your online application form, you will receive a system-generated email confirming receipt of your information from Cambium Assessment, Inc. You will then enter a pool of possible participants. The Department 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 that contains your committee assignment, the meeting link and additional information regarding technology requirements for participation.

Principals, et al.  
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The Assessment Section will cover the cost of substitutes for Hawaii Department of Education (HIDOE) employees who are working at a HIDOE school during the summer session (reason 54, sub code 15654571 for DOE schools or 18055571 for public charter schools). All other committee members will be paid a stipend of \$184.66 per day.

If you have any questions, please contact Susan Forbes, Test Development Specialist, Assessment Section at (808) 307-3636 or via email at Susan.Forbes@k12.hi.us.

RL:sf

c: Assessment and Accountability Branch