



**STATE OF HAWAII**  
**DEPARTMENT OF EDUCATION**  
**KA 'OIHANA HO'ONA'AUAO**  
P.O. BOX 2360  
HONOLULU, HAWAII 96804

OFFICE OF STRATEGY, INNOVATION AND PERFORMANCE

April 19, 2023

**ATTENTION REQUIRED**  
**Due Date: April 28, 2023**

TO: Deputy Superintendents  
Complex Area Superintendents  
Hawaii State Public Charter School Commission Executive Director  
Principals (All)  
Public Charter School Directors (All)  
Science Department Chairs

FROM: Cara Tanimura  
Interim Assistant Superintendent *Cara Tanimura*

SUBJECT: **Accepting Applications for Hawaii Statewide Assessment Program Science and Biology End-of-Course Exams Virtual Item Review Committees**

The Assessment Section of the Office of Strategy, Innovation and Performance is accepting applications from educators to serve on various science item review committees. The committees will meet virtually to review items developed by Cambium Assessment Inc. (CAI) and the states participating in the item sharing collaborative, including Hawaii. The items to be reviewed are being considered for inclusion on the Hawaii grade 5 and grade 8 Science Next Generation Science Standards (NGSS) Assessments and the Biology NGSS End-of-Course Exam.

The items to be reviewed are at various stages in the development and field testing process. The reviews will include:

- Rubric Validation: Rubric Validation for recent field-tested items to verify that machine-scoring rubrics are scoring accurately and fairly for all students.
- Content and Fairness Reviews: Content Reviews to ensure the accuracy and appropriateness of items and Fairness Reviews to ensure that the items are bias-free.

CAI will facilitate these virtual review sessions involving educators from across multiple states including Hawaii. To facilitate the participation of educators across states and time zones, CAI will be scheduling training and review sessions over several dates/times. Selected educators will register for a review(s) based on their availability. Each review will consist of:

- participating in a training session;
- independently completing the review of a set of items within a set period of time; and
- participating in a virtual group discussion of the results of the review at the end of the allotted time.

CAI will provide reviewers with a \$125.00 stipend for each review of a set of items, which is anticipated to take approximately 3.5 to 4 hours. Reviewers can register for *up to three reviews* for the Rubric Validation. The specific sessions for the Content and Fairness Reviews are currently being planned.

Committee	Dates
Rubric Validation	May 30 – June 1, 2023
Content and Fairness Reviews	August 28 – August 31, 2023 (Additional Sessions will be scheduled on September 5 and 6, 2023 if necessary)

If you would like to be considered for one or both of the review committees please submit your application no later than **Friday, April 28, 2023**, using the following link:  
<https://tinyurl.com/sciencereviewcommittee23>.

After submitting an online application form, applicants will receive a system-generated email confirming receipt of the information from CAI. Applicants will then enter a pool of possible participants for the committee(s) you have indicated on the application form. The Assessment Section will select participants from the pool to ensure diverse, balanced committees. If selected for a committee, applicants will receive a separate, additional confirmation notice and further information via email.

Should you have any questions, please contact Paul Dumas, Assessment and Accountability Branch, Assessment Section, via email at [paul.dumas@k12.hi.us](mailto:paul.dumas@k12.hi.us) or by phone at (808) 307-3636.

CT:pd

c: Assistant Superintendents  
Office of Curriculum and Instructional Design  
Office of Student Support Services  
Assessment and Accountability Branch