



**STATE OF HAWAI'I
DEPARTMENT OF EDUCATION**

P.O. BOX 2360
HONOLULU, HAWAI'I 96804

OFFICE OF STRATEGY, INNOVATION AND PERFORMANCE

March 11, 2022

**ACTION REQUIRED
April 29, 2022**

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

FROM: Cara Tanimura *Cara Tanimura*
Interim Assistant Superintendent

SUBJECT: Accepting Applications for Year 2 of the Performance Assessment Development Institute

The Assessment Section, in the Office of Strategy, Innovation and Performance, is accepting applications from classroom teachers to participate in the Hawaii Comprehensive Assessment Program's Performance Assessment Development Institute (PADI). Grades 3-12 teachers of English Language Arts (ELA) and Mathematics are being recruited to participate in the second year of this program, School Year 2022-23.

Participants will be provided training on the development of performance assessments that are aligned to the content standards and meet students' needs. Requirements for participation include (1) attending all training sessions; (2) piloting the performance assessments in classrooms and collecting student work; (3) providing input on teacher scoring guides and administration manuals; and (4) providing feedback on the professional learning design and implementation process.

Teacher participants are expected to attend training June 20-24 (*in-person*), October 6-7 (*virtual*), and training March 13-14, 2023 (*in-person*).

	Date	Time	Format	Location
Session #1	June 20 - 24, 2022	9:00 am - 4:00 pm	in-person	TBD (Oahu)
Session #2	October 6 - 7, 2022	8:00 am - 12:00 pm	virtual	online
Session #3	March 13 - 14, 2023	9:00 am - 4:00 pm	in-person	TBD (Oahu)

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Participants will receive a stipend of \$184.66 for each full-day training and \$92.33 for each half-day training. In lieu of a stipend, substitutes will be provided for teachers when needed. The Assessment Section will cover all travel costs for neighbor island participants. Webinars and virtual meetings may be scheduled on an as needed basis throughout the school year and participants are expected to participate in the live session or view the recording.

Grades 3-12 ELA and Mathematics teachers who are interested in participating in the PADI should apply no later than **Friday, April 29, 2022**. The online application can be accessed via bit.ly/PAdesign22 or through the alohahsap.org website. Applicants will receive an email response after submitting the application which will serve as confirmation that the application was received. Please note this email message is NOT a confirmation of *participation* in the program. Applicants who do not receive the automated email message should either resubmit the application or notify the Assessment Section by email at hsa@k12.hi.us. Participants will be selected based on their representation of the student population across the state. All applicants selected to participate in the program will receive a second email confirming participation by Friday, May 6, 2022.

Please share this memo with grades 3-12 ELA and Mathematics teachers who may be interested in participating in the PADI. Curriculum coordinators, Complex Area Resource Teachers, and other support staff are welcome to apply but will need to coordinate with a classroom teacher in order to pilot the performance assessments.

If you have any questions regarding this program, please contact the Assessment Section at (808) 307-3636 or by email at hsa@k12.hi.us.

CT:br

c: Assessment and Accountability Branch