



STATE OF HAWAII
DEPARTMENT OF EDUCATION

P.O. BOX 2360
HONOLULU, HAWAII 96804

OFFICE OF STRATEGY, INNOVATION AND PERFORMANCE

April 21, 2022

ATTENTION REQUIRED
Due Date: 05/25/2022

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 the 2022-2023 Hawaii Common Core Item Authoring Course Part 1**

The Assessment Section, in the Office of Strategy, Innovation and Performance, and in partnership with Cambium Assessment, is offering an online PDE3 course for teachers of English language arts (ELA) and/or mathematics to become item (i.e., test question) authors for the Hawaii Statewide Assessment Program. Teachers who are interested in learning how test questions are developed, and how alignment to the Hawaii Common Core standards is ensured, are encouraged to apply.

This course is part of an ongoing effort to support educator assessment literacy. Participants will gain a deeper appreciation of the components of quality assessments by learning how to develop items that are aligned to the Common Core Standards. Participants will receive intensive instruction on content and item/task specifications, practical training in developing assessment items for classroom use, and participate in collegial discussion of assessment targets.

QUALIFICATIONS

Qualified educators include certificated elementary, middle, and high school teachers preferably with content degrees in ELA, mathematics, or a closely related field. Applicants should have a deep understanding of the Hawaii Common Core Standards for the grade level(s) taught.

This training is focused on fundamental item authoring skills; therefore, it is intended for educators with minimal or no prior item authoring experience or those interested in improving item authoring skills by collaborating with novice item writers. Participants will work in groups by content area and grade band (e.g., grade bands 3-5, 6-8, and high school) so a willingness to collaborate and provide constructive feedback is expected of all participants.

COMMITMENT

This course is part of a two-part series of professional development that will take place over a school year. Participants are encouraged to register for the first part of the workshops in June 2022. The second part of the workshops will be announced in fall 2022 and will be offered in December 2022. Please refer to the PDE3 course codes listed below for additional information.

Course Title	Course Type	Course Code	Section Code	Workshop Dates & Times	Follow-up Session Dates & Times (required for credit course participants only)
Hawai'i Common Core Math Item Authoring Part 1: Smarter Balanced Claims 1 (Concepts & Procedures) & 3 (Communicating Reasoning)	Credit	PD187295	307870	June 6 – June 10, 2022	July 22, 2022 3:30-4:30 p.m. August 12, 2022 3:30-4:30 p.m. Sept.9, 2022 3:30-4:30 p.m.
	Non-credit	PD187296	307872	8:00 a.m. - 4:00 p.m.	
Hawai'i Common Core ELA Item Authoring Part 1: Smarter Balanced ELA Claim 1 (Reading)	Credit	PD187330	307990	June 13 – June 17, 2022	
	Non-credit	PD187318	307952	8:00 a.m. - 4:00 p.m.	

Educators who are interested in applying for this as a course to earn credits for reclassification must be a classroom teacher and get official principal or supervisor approval before registration and are also required to attend three one-hour follow-up sessions after the 5-day June workshop as well as submit a Learning Results Portfolio. Participants who are interested in applying for this as a non-credit course will either receive a stipend of \$184.66 per day or a substitute code will be provided if a substitute is needed. Principal or supervisor approval is not necessary for participants applying for this as a non-credit course and a submission of a Learning Results Portfolio is not required.

Please note that this course is being delivered online for the school year 2022-2023. Participants are required to join live virtual sessions as well as complete independent work via the Google Suite and the Checkpoint system.

REGISTRATION

If you would like to be considered for the Hawai'i Common Core Item Authoring Part 1 course, please complete the online application no later than **3:00 p.m. Wednesday, May 25, 2022**. A link to the online application site can be accessed through the *alohahsap.org* website or by the following link: bit.ly/HAP2223.

Deputy Superintendent, et al.

April 21, 2022

Page 3

All registrants will receive an automated confirmation email that verifies that the online registration has been successfully completed. This automated message does NOT indicate confirmation of participation. All approved registrants will receive a second confirmatory email regarding acceptance for the specific workshop(s) with further details about the schedule and any last minute logistics. If an automated confirmation of registration email is not received within 24 hours of submission of the online registration form, contact Kathleen Hughes at Cambium Assessment by email at kathleen.hughes@cambiumassessment.com.

Please share this memo with teachers and colleagues who may be interested in becoming item authors for the Hawai'i Statewide Assessment Program.

For additional information please contact Dianne Morada at dianne.morada@k12.hi.us or Kelsie Pualoa at kelsie.pualoa@k12.hi.us, Test Development Specialists, Assessment Section.

CT:dm

c: Assessment and Accountability Branch