TO: Rhode Island Science Educators

FROM: Mary Ann Snider
Director, Assessment and Accountability

SUBJECT: 2009 Science Test Development Committee Application

The Office of Assessment and Accountability would like to invite classroom science teachers, special education teacher, and ELL teachers to participate in the development of the NECAP science tests for grades 4, 8, and 11. We need teachers to serve on the Bias and Sensitivity Review Committee and the Item Review Committee. Rhode Island's committee members will join educators from New Hampshire and Vermont. Each committee is described below.

Bias/Sensitivity Review Committee:
As part of preparing assessment items for field-testing, each year NECAP all test items are reviewed to ensure that they are free from language or content that may negatively impact the test performance of a specific group of students. This work is done by a team of 12 educators: four each from Vermont, New Hampshire, and Rhode Island. These teachers represent a specific subgroup (e.g., racial, ethnic or religious groups, rural or urban interests, individuals with disabilities, recent immigrants, English language learners, etc.) or have direct experience working with students from these subgroups.

To qualify, educators should meet the following criteria:

1. have current and direct experience teaching or working with students,
2. offer a unique perspective on one or more specific student subgroups,
3. be willing to work intensively with a team of educators for two consecutive days, and
4. have experience with the Science GSEs for their grade span.

Item Review
As part of preparing assessment items for field-testing, each year NECAP science items and the inquiry tasks are reviewed for alignment to the appropriate science assessment target, Depth of Knowledge level, student accessibility, and instructional relevance. This work is done by three content area teams of 12 educators, four teachers each from Rhode Island, Vermont, and New Hampshire on each team. The Item Review Committees meet once per year.

To qualify, educators should meet the following criteria:

1. have advanced knowledge and experience with the Grade Span Expectations,
2. have experience teaching at the relevant grade cluster, and
3. be willing to work intensively on a team for two or more consecutive days.

The Commitment

Committee members must be prepared to fulfill the following commitments as a member of Rhode Island's Bias/Sensitivity Review, and/or Item Review committees.

1. To be present on each day at the appropriate starting time.
2. To be flexible in the event that alternate dates need to be scheduled.
3. To commit to the **entire** process. This means staying until the task is finished. All committee meetings will take at least two full days. Committee members should be prepared to leave no earlier than 4:00 pm on the last day of their scheduled meetings.
4. To notify Heather Heineke (222-8493) and/or Peter McLaren (222-8454) as soon as possible if they are unable to attend so a replacement can be found.

Other Facts

Location: Committee meeting locations may be held in different parts of New Hampshire or Rhode Island. Exact location and directions will be provided for each meeting. For meetings held in New Hampshire, hotel room reservations will be made for each committee member and you will not be asked to share a room with someone else.

Mileage: Participants will be reimbursed for mileage to and from the meetings.

Meals: Participants will be reimbursed $25.00/night for dinner. You do not need to keep receipts of meals. Breakfasts and lunches will be provided as needed. Forms for mileage and meal reimbursements will be handed out at each meeting and will be processed by Measured Progress.

Substitute Reimbursements/Teacher Stipends: For meetings held during the school year, substitute reimbursements of $100.00/day will be available. For meetings during the summer, each participant will be given a stipend of $100.00 for each day of their meeting. Forms to receive the substitute reimbursement/stipends will be handed out at each meeting and processed by Measured Progress.

Committee Assignment: Once committees have been selected, assignments will not be changed to accommodate members' travel requests should meetings be held in two locations. It is the responsibility of members to arrange their own transportation to and from the committee meeting to which they have been assigned.

Test Development Committee Application for Rhode Island - SCIENCE

Directions: All applications must be submitted with your principal's or supervisor's signature. It is extremely important to provide us with all requested information. Incomplete applications will not be considered nor will applicants be contacted to provide missing information. Completed applications can be faxed to 222-3605 or mailed to the address below. If you have questions, please contact Heather Heineke at 222-8493 (heather.heineke@ride.ri.gov) or Peter McLaren at 222-8454 (peter.mclaren@ride.ri.gov).

Contact Information: Please provide all information. Depending on weather or other changes, we may need to contact you.

Name: _____

Current grade(s) you teach: _____ Current Position: _____

School: _____ District: _____

School Address: _____

City, Zip Code: _____

School Phone Number _____

Home Address (reimbursements will be sent to your home address):

_____

_____

Home Phone Number _____

Cell Phone Number _____

Email Address _____

Please circle which area of science you teach: a) Earth Space b) Life c) Physical
Which courses have you taught in the last three years (example: Biology, Physics, Astronomy)?

_____

1) Please indicate which test development committee you would like to be a part of:

- ☐ **Item Review Committee**
  (August 11 – 12th, Attitash Grand Hotel, Bartlett, NH)

- ☐ **Bias Committee**
  (August 10 – 12th, Attitash Grand Hotel, Bartlett, NH)

2) Please check the appropriate boxes indicating the grade(s), content area(s), and group(s) of students you currently teach.

	K	1	2	3	4	5	6	7	8	9	10	11	12
Content Area													
Reading													
Math													
Science													
General Science													
Biology													
Chemistry													
Physics													
Student Group													
Special Education													
ELL													
Low SES													
Urban													
Gifted/talented													

3) Please indicate which test or curriculum development teams you have participated in:

- ☐ PBGR Peer Review Table Leader
- ☐ State GLE/GSE/AGSE Development Team (content area: _____; grade: _____)
- ☐ NECAP Item Review Team (content area: _____; grade: _____)
- ☐ Local GLE/GSE/AAGSE Team Trainer (content area: _____; grade: _____)
- ☐ Local Curriculum/GLE/GSE/AAGSE Alignment Team (content area: _____; grade: _____)
- ☐ Statewide Curriculum Development Team (content area: _____; grade: _____)
- ☐ Bias and Sensitivity Review (content area: _____; grade: _____)
- ☐ Other: _____

I understand and agree to the terms in this commitment for participating in this committee:

Applicant's Signature: _____ Date_____

Principal's Signature: **NOT REQUIRED – SUMMER MEETING** Date_____