



COMMONWEALTH of VIRGINIA
Department of Education

March 8, 2013

TO: Division Superintendents

FROM: Patricia I. Wright, Superintendent of Public Instruction

SUBJECT: Nominations for Standard Setting Committees for the Virginia Alternate Assessment Program (VAAP) for Reading, Writing, Mathematics, and Science

The Division of Student Assessment and School Improvement is accepting nominations for standard setting committees for the VAAP in Reading, Writing, Mathematics, and Science. Standard setting is necessary because of changes in the content assessed through the VAAP Collections of Evidence in 2012-2013. The standard setting meetings will be held in Virginia Beach, Virginia, on the dates indicated below, and will include the following committees:

- Grades 3-5 Reading: June 11-14, 2013
- Grades 6-8 Reading: June 11-14, 2013
- Grades 3-5 Mathematics: June 11-14, 2013
- Grades 6-8 Mathematics: June 11-14, 2013
- High School Reading and Mathematics: June 12-14, 2013
- Grades 3-5 Science: June 11-14, 2013
- Grade 8 Science and High School Science: June 11-14, 2013
- Grades 5, 8, and High School Writing: June 11-14, 2013

Standard setting committees are responsible for recommending scores that reflect *pass/proficient* or *pass/advanced*. These recommendations will be submitted to the Board of Education, which will then determine the cut scores for *pass/proficient* and *pass/advanced* status. Approximately 12 teachers will be selected to serve on each committee. School divisions are encouraged to nominate a representative for each committee. Committee members will be chosen based on the following criteria:

- instructional training and experience in the content areas of reading, writing, mathematics, and science;
- in-depth knowledge of the *Reading, Writing, Mathematics, and Science Aligned Standards of Learning*;
- instructional experience with students with significant disabilities; and
- balanced regional representation.

Committee members will be provided the following:

- reimbursement for meals and travel expenses in accordance with state travel regulations and guidelines;
- lodging; and
- attendance certificate for recertification points (pending local approval).

School divisions will be reimbursed for substitute teacher pay at a rate of \$75 per day.

All nominees who wish to serve on the standard setting committees must complete the Web-based application using the Assessment Committee Application Processing System (ACAPS). The Web-based application process requires a professional reference and division-level approval. Procedures for submitting the Web-based application are available at <https://p1pe.doe.virginia.gov/acaps/>. Completed applications should be submitted to the Virginia Department of Education using ACAPS by May 3, 2013.

If you have questions, please contact the student assessment staff by e-mail at Student_Assessment@doe.virginia.gov or by phone at (804) 225-2102.

PIW/SS/cd