

An Invitation for Educators: Assessment Advisory Panels

The Minnesota Department of Education is pleased to invite you to serve on our Assessment Advisory Panels.

Learn more about how tests are developed in a large-scale assessment. Each test requires several panels of educators for review in order to ensure it is fair and appropriate.

- We invite participants with the goal that our panels reflect Minnesota as best as possible in ethnicity, geography and panel experience.
- Each panel is a separate entity. The panel meets for 2-4 days: accepting an invitation is not an ongoing commitment.
- During the school year, MDE will cover a district's substitute teacher. Retired teachers (or teachers participating on non-contract days) receive a \$125/day honorarium.
- In the summer months, both current and retired teachers receive the \$125/day honorarium. All participants are reimbursed according to state guidelines for travel and meals (lodging, if necessary) throughout the year.
- All participating teachers and administrators receive a certificate of Continuing Education Units



Research and Assessment

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To sign up for the Advisory Panel Register, visit

<http://education.state.mn.us>

Go to Accountability Programs: Assessment and Testing:
Assessment Advisory Group: Register for Panels

Questions? Write to mde.panels@state.mn.us

Description of Assessment Teacher Advisory Panels

The purpose of the Assessment Advisory Panels is to provide fair and appropriate tests for Minnesota students. Each panel has a unique purpose within that mission.

Passage Review Panel:

- Reviews passages for the reading tests
- Chooses passages appropriate for grade level and length, and represent a balance of gender, ethnicity and geographic areas

Storyboard Writing Panel:

- Helps the test vendor create appropriate scenarios for our science tests
- Writes draft storyboards of the scenarios that include ideas for questions
- Indicates the specifications of the items, and describes the content to be developed for the scenarios

Scenario Review Panel:

- Reviews the appropriateness of the scenarios for our science tests
- Reviews the appropriateness of the content, grade level, length, gender as well as geographic and ethnic inclusiveness

New Item Review Panel:

- Provides grade-level expertise
- Conducts thoughtful and meaningful discussions about the content
- Verifies questions are grade appropriate
- Verifies that questions have the appropriate benchmark distribution, varied content and context
- Confirms strong alignment to the benchmark and that content limits are met
- Reviews constructed-response questions and rubrics

Bias Review Panel:

- Reviews passages and questions with respect to gender, ethnicity, race, geographic region, disability condition, and other factors
- Verifies that the test questions are fair for Minnesota students

Rangefinding Panel:

- Identifies examples of student responses that represent the score points on the rubrics used for constructed-response items and writing prompts
- Provides examples that are used to score student results

Data Review Panel:

- Includes discussions centered around what the data illuminates in a thoughtful and meaningful way
- Reviews the psychometric data from the field test questions:
 - Difficulty level
 - Ethnic performance
 - Stability and validity of items
 - Trends and patterns
 - Interpretation of unexpected and unusual data

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