



Assistant Commissioner
Office of Assessment, Standards and Curriculum

April 12, 2016

Dear Colleagues:

The New York State Education Department (NYSED) is excited to announce an upcoming opportunity for educator involvement in the development of the New York State English as a Second Language Achievement Test (NYSESLAT).

During the week of July 11 – 15, 2016, NYSED and MetriTech, Inc. will hold our Standard Setting Committee meeting in Troy, NY. Standard Setting will be a three to five day meeting in which educators will discuss performance standards and provide recommendations for the performance level cut scores for the NYSESLAT. Committee members will follow a standard setting process, discuss performance expectations for students at each performance level, review secure test questions, and make recommendations to the Department. The advice provided by the Standard Setting Committee is a crucial factor in the determination of the NYSESLAT cut scores.

NYSED is requesting nominations of qualified educators to participate in NYSESLAT Standard Setting.

NYSED is looking for nominees who

- are representative of the diverse student populations in New York State schools;
- possess extensive experience and/or certification in any of the following:
 - English as a Second Language (ESL)/English as a New Language (ENL)
 - Bilingual Education/Dual Language classrooms
 - Native Language Arts (NLA)
 - TESOL/ESOL
 - Special Education educators who have worked with ELL students with disabilities
 - K–12 general education and content-specific teachers with significant experience teaching English Language Learners/Multilingual Learners (ELLs/MLLs) and former ELLs
- ideally have a minimum of 3–5 years of teaching experience, including two or more years of teaching ELLs at varying levels of English acquisition (although please note that teachers who are new to the profession will also be considered for the Standard Setting); and
- possess knowledge of current content standards, current ENL tests, and developments in the field of teaching ELLs/MLLs.

Participants will be required to attend each day of the meeting in person. To ensure security and confidentiality of any discussions and materials shared at these meetings, committee members must sign a non-disclosure agreement. Reimbursement for travel expenses, lodging (for participants who live more than 50 miles from the meeting location), per diem for evening meals, and a stipend will be provided to committee members by MetriTech, Inc. Breakfast, lunch, and snacks will be provided during the meetings.

NYSED requests that organizations (school districts/BOCES, professional organizations, etc.) nominate classroom teachers and experienced educators they feel can best enhance the quality of the New York State

Testing Program. We are asking specifically for you to recommend one to five teachers for each of the K–2, 3–4, 5–6, 7–8, and 9–12 grade bands, respectively. The goal of nomination and selection is to ensure a successful, productive Standard Setting meeting that is representative of the diverse student population in New York State and that will enhance the quality of the NYSESLAT program.

Please submit the names and contact information for nominees to participate in NYSESLAT Standard Setting to Ross Garmil (ross.garmil@nysed.gov) by **May 2, 2016**. Educators selected for the Standard Setting Committee will be notified by **June 13, 2016**.

Please ask the educators you nominate to complete NYSED's online application to participate in the test development process (<https://www.research.net/s/NYSTPRecruit>), if they have not already done so. The names of educators who are not selected for this opportunity will be maintained on our applicant database to be considered for future opportunities. For those who have not previously submitted the application, be sure to indicate the name, contact information, content area and grade level(s) taught, gender, ethnicity, and expertise for each nomination. Please feel free to let us know if prior nominees are particularly well-suited for this activity and to provide any additional relevant information for these nominees.

Further information regarding the Standard Setting process is attached. Thank you for your help with this important effort on behalf of New York State students.

Sincerely,

A handwritten signature in black ink, appearing to read 'Peter Swerdzewski', with a long horizontal flourish extending to the right.

Peter Swerdzewski
Assistant Commissioner
Office of Assessment, Standards and Curriculum