



STATE OF NEW JERSEY

DEPARTMENT OF EDUCATION

A Memo from the New Jersey Department of Education

Date: April 6, 2022
To: Local Educational Agency Leads
Route To: Secondary English Language Arts and Mathematics Teachers, Secondary English Language Arts and Mathematics Supervisors
From: Mackey Pendergrast, Acting Assistant Commissioner
Division of Teaching and Learning Services
Apply By: Friday, May 6, 2022

New Jersey Graduation Proficiency Assessment: English Language Arts and Mathematics Standards Setting Committee Recruitment

On September 8, 2021, the State Board of Education [adopted graduation assessment requirements](#) for the classes of 2023, 2024 and 2025. The new regulations comply with State statute (N.J.S.A. 18A:7C-1 *et seq.*) and establish, as one pathway for graduation, achieving a graduation ready cut score on both the English language arts (ELA) and mathematics components of the New Jersey Graduation Proficiency Assessment (NJGPA). The NJGPA was administered to grade 11 students for the first time in March 2022. On February 2, 2022, the State Board of Education [adopted a graduation ready cut score of 750](#) for both the ELA and mathematics components of the NJGPA. Therefore, the New Jersey Department of Education (NJDOE) will be expanding on the work of the February 2022 NJGPA Standards Validation Advisory Committee to move forward with a performance level standards setting. For additional information on the NJGPA, please visit the NJDOE's [Assessments webpage](#).

The NJDOE is seeking nominations from school districts, charter schools, and renaissance school projects for diverse groups of high school ELA and mathematics teachers to participate on the NJGPA Standards Setting Committees (SSCs). Two separate committees will be established, one for ELA and one for mathematics, with each committee consisting of 20 individuals. High school ELA and mathematics coaches and/or supervisors may also be considered.

Committee Background

During the implementation of a new assessment, NJDOE solicits a committee of educators to provide feedback on the performance expectations for students. Committees, consisting of New Jersey educators, support this important work by contributing content area expertise to key milestones within the development of New Jersey's state assessments. This critical work will assist in informing the quality and integrity of the development of New Jersey's statewide assessment program.

Committee Responsibilities

The two SSCs will meet virtually from **Tuesday, June 28 to Thursday, June 30, 2022**, and will be tasked with the following responsibilities:

1. **Pre-Workshop Activity** – Participation in one of the 50-minute virtual technology onboarding sessions with New Meridian during an evening prior to the committee meeting is required. Exact dates will be provided following committee acceptance.

2. **Training** – SSC members will review reference materials and tutorials, complete preparatory activities for the standard setting process, discuss performance level descriptors (PLDs) and the performance thresholds, and complete the secure ELA or mathematics component of the NJGPA assessment.
3. **Bookmark Placement** – The Bookmark Standard Setting procedure is a sequential process involving SSC members’ independent work and group discussions. Through this process, SSC members will examine test items in a special test booklet in which items are ordered by difficulty. SSC members will work toward a consensus on the placement of a bookmark to indicate where students who just met “Graduation Ready” knowledge, skills, and abilities are expected to demonstrate proficiency of the content represented by all the items prior to the bookmark.

Participation Commitments

Committee members will be responsible for participating in **three days of meetings, each from 8:30 a.m. to 3 p.m., with:**

- A computer with stable internet connection.
- A quiet and secure work area.
- Their webcam turned on for the entirety of the session.
- Access to required software and specific URLs such as Zoom, Microsoft SharePoint, and Smartsheet. Login credentials and passwords will be provided in advance of the meeting.
- The current version of Pearson TestNav installed on their computers prior to participation.

Considerations for Candidates

Participation in committees requires expert judgment, knowledge, and expertise in New Jersey’s high school ELA or mathematics standards. Previous New Jersey Student Learning Assessment (NJSLA) committee members or NJGPA committee members are ineligible to be nominated. Nominators are encouraged to exclusively recommend candidates who meet the following criteria:

- Active state-certified teachers of ELA or mathematics who are currently teaching in New Jersey public high schools and have exhibited exemplary performance for at least three years. Qualified, current teachers must have taught high school-level ELA or mathematics, with preference to educators who have taught ELA 10, Algebra I, or Geometry.
- Current supervisors of ELA or mathematics in New Jersey public high schools with experience teaching ELA 10, Algebra I, or Geometry.
- Knowledge of item types and scoring of NJSLA-ELA and NJSLA-Mathematics.

The work of the committees is enriched by diverse representation. To ensure that these committees reflect the diversity of our State, nominators are encouraged to recommend candidates who represent a cross-section of the district’s staff, with special emphasis on candidates with special education experience and candidates with experience working with English language learners.

How to Nominate Candidates

Candidates may be nominated by:

- The candidate completing the [Committee Member Nomination Form](#), and
- The Chief School Administrator (CSA) completing the [Chief School Administrator Nomination Form](#).

Both forms must be submitted by **Friday, May 6, 2022** for consideration. A district may nominate one candidate for participation or consideration in the ELA committee and/or the mathematics committee. The NJDOE understands that candidates may need to secure approvals from their district to participate. All candidates are encouraged to begin the approval process upon application, in advance of selection notification. Approval by the

Local Educational Agency (LEA) does not guarantee a candidate's selection to participation. The NJDOE will individually notify candidates of participation status within two weeks of the application deadline.

Honorarium

The LEA of participants will receive an honorarium of \$120 per day for the purposes of substitute teacher and administrative costs for meetings. SSC members will be awarded professional development hours for committee meetings. Should SSC members participate on their own time, they will receive the honorarium directly.

Contact information

If you have questions, please contact the Office of Assessments at assessment@doe.nj.gov.

c: Members, State Board of Education
Angelica Allen-McMillan, Ed.D., Acting Commissioner of Education
NJDOE Staff
Statewide Parent Advocacy Network
Garden State Coalition of Schools
NJ LEE Group