



**Multi-State Alternate Assessment (MSAA)
Item Content and Bias Review
Opportunity for Educators
June 11 – 12, 2024 – Wakefield, MA**

Dear Educator,

The Multi-State Alternate Assessment (MSAA) Partner States, in which BIE is a Partner, in collaboration with Cognia, Inc. are inviting a team of diverse educators to participate in a content and bias review of English language arts and mathematics test items that are to be released to the field as sample items during the 2024-2025 school year. Given your specific expertise and experience, the Partners would like to invite you to consider applying for one of the review panels.

This meeting will take place in Wakefield, MA and reviews will be divided into three groups: Math announcement for educator participation Content, ELA Content and Bias (ELA & Math). The review dates and times are outlined in the table below. *Please note: the Bias (ELA/Math) group will only meet on one day and the Content groups will meet for 1.5 days.*

Date	Time	Review Groups
June 11, 2024	8:30 a.m. – 5:00 p.m. ET	ELA Content Math Content Bias (ELA/Math)
June 12, 2024	8:30 a.m. – 1:00 p.m. ET	ELA Content Math Content

Next Steps

To apply for this opportunity please follow the link below to provide your information.

Link to apply: <https://www.surveymonkey.com/r/2024IRCPanelistDemographic>

*Cognia is the assessment contractor to MSAA and will be responsible for this review. If you are selected to participate, Cognia will notify you by **April 9, 2024**. The acceptance notification will include a registration link where you'll be asked to register to attend. This will provide Cognia with the pertinent information to book your flight and hotel room and any accommodation you may require.*

Travel and lodging will be provided. While traveling to the MSAA ELA/Math Item Content & Bias Review meeting, you will be responsible for all other out-of-pocket expenses, but these can be submitted for reimbursement following the meeting.

Materials needed for this meeting will be provided to you onsite. If you are considering the opportunity to participate and would like additional information regarding Cognia's reimbursement policies or stipend eligibility, please contact your MSAA State Coordinator, Donald Griffin, donald.griffin@bie.edu, (703)282-3316.

Stipend/Substitute Reimbursement

The actual cost of substitute expenses will be paid to the school district if you need to take leave to participate in this meeting. Following the meeting, email events@cognia.org to request a substitute reimbursement form.

If you are not being paid under contract during the meeting, you may be eligible for a stipend for your participation. The ELA/Math Content group stipend is \$225 total. The ELA/Math Bias group stipend is \$150 total. Reimbursement forms will be provided at the meeting to request a stipend and payment for expenses accrued during travel. Please allow 6-8 weeks for processing.