
From: ELPAC <Do-Not-Reply@info.ets.org>
Sent: Monday, December 2, 2019 2:24 PM
To:
Subject: ELPAC December Monthly Update



English Language Proficiency Assessments for California (ELPAC) Monthly Communication

Dear LEA ELPAC Coordinator:

As the 2019–20 Initial and Summative ELPAC are administered, Educational Testing Service (ETS) is helping to support ELPAC coordinators and local educational agencies (LEAs) by providing key information.

What's New!

Computer-based ELPAC Practice Tests and DFAs—Now Available

Computer-based practice tests to help LEAs and students become familiar with the test delivery system are available on the [Online Practice and Training Tests](#) web page. The practice tests are full-length tests that mirror the operational Summative ELPAC and can be used to prepare for the 2019–20 Summative ELPAC. The computer-based [ELPAC Practice Test Directions for Administration \(DFAs\)](#) provide an overview of the ELPAC and instructions to use when administering the online practice tests. The computer-based ELPAC Practice Test Scoring Guidelines, will be available at the end of December, provide details about student response types, correct responses, and related scoring considerations for the included sample of practice test items.

Translated Test Directions

[ELPAC Translated Test Directions](#) for kindergarten through grade twelve are now available on the [ELPAC website](#). The documents provide the translations of the test directions in Cantonese, Spanish and Vietnamese.

Important Information

Summative ELPAC Pretest Webcast

As this is the first year of the ELPAC computer-based assessment, it is recommended that all new and experienced ELPAC coordinators participate in either the Pretest Workshop or Pretest Webcast. In preparation for the administration of the computer-based Summative ELPAC, on **Wednesday, December 11, 2019, from 1–3 p.m.**, ETS will present the ELPAC Pretest Webcast. The primary audience for this webcast is LEA ELPAC coordinators new to administering an online assessment. This webcast will cover the administrative tasks that are required for a successful administration of the computer-based Summative ELPAC. This live webcast is open to everyone and requires no preregistration or logon account. Access the webcast from the [ELPAC Webcast](#) web page.

Systems Downtime in January

As part of the transition to the 2019–20 school year, various ELPAC systems will experience downtime from Wednesday, January 8, 2020, at 5 p.m., through Tuesday, January 14, 2020, at 8 a.m. and January 31 at 5 p.m. though Monday, February 3, at 8 a.m. Additional details on the affected systems are available on the [ELPAC Planned Systems Downtime](#) web page.

General ELPAC Information

Summative ELPAC Pre-Identification Labels

Pre-identification (Pre-ID) is the process of electronically identifying paper scorable Answer Books for students using a barcoded label rather than filling in student demographic information on the Answer Book. Starting with the 2019–20 administration, Pre-ID labels will be provided **at no cost** for students in kindergarten through grade two, who will take the Writing domain as a paper-based assessment. LEAs do not need to request or order these Pre-ID labels.

There will be two production dates for Pre-ID labels: January 17, 2020; and March 13, 2020, for new students not included in the first Pre-ID order only. LEAs can expect to receive the January Pre-ID labels by February 3, 2020; and those created in March by March 30, 2020. Students enrolled after those dates will need to have their student demographic information marked completely, as shown in the *2019–20 Computer-based Summative ELPAC Test Administration Manual* to posted by mid December 2019.

Coming Soon

2019–20 Summative ELPAC Test Administration Manual

The *2019–20 Computer-based Summative ELPAC Test Administration Manual* will be published in late December 2019. This manual provides information and instructions about test preparation and the administration of the computer-based Summative ELPAC, including the paper-pencil component of the kindergarten through grade two Writing domain.

Security and Test Administration Incident Reporting System (STAIRS)

ELPAC STAIRS will be available in the Test Operations Management System (TOMS) for the operational Summative ELPAC in February 2020. The online ELPAC STAIRS process in TOMS is the starting point for LEA ELPAC coordinators and site ELPAC coordinators to report a test security incident or other testing issue that interferes with the administration and completion of the assessment. Additional information on the STAIRS process will be available in the *2019–20 Computer-based Summative ELPAC Test Administration Manual to be posted by mid December 2019.*

Reminders

The ELPAC and Alternate ELPAC Communications Toolkit Resource

ETS is providing the [ELPAC and Alternate ELPAC Communication Toolkit](#) on the [ELPAC website](#) as a resource to help LEAs, test sites, and staff with outreach efforts to parents and guardians about the transition to the computer-based ELPAC and the Alternate ELPAC.

ELPAC Student Accessibility Resources

The [ELPAC Student Accessibility Resources](#) web page is available on the [ELPAC website](#) and contains information about the wide range of resources available during Summative ELPAC administration. Students with specific learning needs may require accessibility resources to fully engage and demonstrate mastery of content during instruction and on assessments; ELPAC accessibility resources help to ensure that the administration of the test meets the needs of all students, including those with disabilities.

Summative ELPAC Primary Test Materials Ordering

The Summative ELPAC Primary Test Materials Order Window for the kindergarten through grade two Writing domain opened on Friday, November 1, 2019. **Note that if the LEA does not place an order during the Primary Materials Order Window, Summative ELPAC materials must be ordered during the Supplemental Materials Order Window.**

- Primary Materials Order Window: November 1–**December 20, 2019**
(Materials to arrive the week of January 6, 2020)
- For instructions on how to place a Writing test materials order, view the page instructions on the [Orders] > [Place Primary Order] tabs in [TOMS](#).

2019–20 Summative ELPAC Administration and Scoring Trainings

The 2019–20 computer-based Summative ELPAC testing window is February 1 through May 31, 2020. **Please note: All LEA ELPAC coordinators are required to**

be trained to administer the 2019–20 computer-based Summative ELPAC. The [2019–20 Computer-based Summative ELPAC Regional Training List](#) web page provides a list of regional training workshops for LEA ELPAC coordinators who did not complete state Summative ELPAC Administration and Scoring Training. The web page will be updated as new regional training sites become available.

Archived Webcasts

Preparing for the Computer-based Summative ELPAC Administration Technology Requirements Archive

If you missed the [Preparing Technology for 2019–20 CAASPP and ELPAC Online Testing](#) webcast, the webinar is available on the [ELPAC Archived Webcasts](#) web page on the [ELPAC website](#). The webinar covered the new and updated online testing technology requirements for the computer-based ELPAC and included the following topics:

- Important reminders and updates
- Preparing for online testing
- Internet and network requirements
- Hardware requirements
- Software requirements
- Secure browser installation
- Remote testing

NOTE: The Initial ELPAC will become a computer-based assessment for the 2020–21 administration.

ELPAC Post-Test Archive

If you missed the [ELPAC 2019 Post-test Webcast](#), the webinar is available on the [ELPAC Archived Webcasts](#) web page, which is available by accessing the [Training] tab on the [ELPAC website](#). The webinar covered accessing and interpreting ELPAC results and included the following topics:

- Reports in the new TOMS interface
- The new public web reporting system
- What’s new for the 2019–20 administration
- The computer-based Summative ELPAC
- The Alternate ELPAC
- Future professional learning opportunities

Get Involved

Educator Opportunities Portal

Be certain to keep information up to date on the [Educator Opportunities Portal!](#) New opportunities will be available soon. The information that has already been entered is available under the [MY INFORMATION] tab on the [Educator Opportunities](#)

[Portal](#). Accounts in the [Educator Opportunities Portal](#) can be requested on the [Account Creation](#) web page.

General questions about the ELPAC should be directed to CalTAC by phone at 800-955-2954 or by email at caltac@ets.org.

Sincerely,

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