
From: ELPAC <Do-Not-Reply@info.ets.org>
Sent: Wednesday, April 8, 2020 1:23 PM
To:
Subject: ELPAC April Monthly Update



The California Department of Education (CDE) provided an update in the [Assessment Spotlight](#) distributed on March 18, 2020, and in the [Suspension of Statewide CAASPP and ELPAC Testing email](#) on March 23, 2020. If your school is closed due to the unprecedented circumstances surrounding coronavirus disease 2019 (COVID-19), you should not worry about any statewide testing this school year.

The 2019–2020 Summative English Language Proficiency Assessments for California (ELPAC) has been suspended. The Initial ELPAC assessment will not be suspended. Senate Bill 117 extended the 30-day timeline to conduct the Initial ELPAC by 45 days (75 days total). The expectation is that local educational agencies (LEAs) will assess new students whose primary language is not English once students are able to return to the physical classroom. **This extension is for the 2019–2020 school year only.** Please ensure that you document the reason for not completing Initial ELPAC testing for 2019–2020 in the student’s cumulative record or file.

If students do not return to the classroom by the end of June, LEAs should administer the Initial ELPAC at the beginning of the 2020–2021 academic year when the students reenroll. LEAs will have 30 days from the first day of enrollment to complete testing, score, and notify parents of results.

ETS understands that some schools may close or be closed due to issues related to the COVID-19 public health situation. We are ready to assist any LEA or school with their testing needs prior to or after any closure. Please contact the California Technical Assistance Center (CaTAC) by phone at 800-955-2954 or by email at caltac@ets.org if you need any assistance. The information in this monthly email has been edited to reflect the recent news from the CDE.

ELPAC Monthly Communication

Updates for April 2020

April 1–May 1, 2020

Superintendent Designation Form of LEA ELPAC Coordinators

Similar to the 2019–2020 administration, the superintendent designation process for 2020–2021 ELPAC testing will be completed in the Test Operations Management

System (TOMS). **The deadline to designate the LEA ELPAC coordinator was April 1, 2020** (*California Code of Regulations*, Title 5, Section 11518.40[a]). Many LEAs have missed this deadline. Please ensure your superintendent assigns a primary coordinator for the 2020–2021 administration year as soon as possible. This coordinator will be responsible for the Initial, Summative, and Alternate ELPAC. Further instructions can be found in the [How to Designate LEA ELPAC coordinators in TOMS](#) video tutorial.

April 1, 2020

2020–2021 Initial ELPAC Primary Ordering Window Opens

The 2020–2021 Initial ELPAC administration begins on July 1, 2020. LEA ELPAC coordinators can begin ordering materials for the ELPAC Writing domain assessment for students in kindergarten through grade two (K–2). The 2020–2021 Initial ELPAC primary ordering window opened on April 1, 2020, and will close on May 29, 2020. The primary orders can be placed in TOMS by the LEA ELPAC coordinator only. Currently, shipment of materials ordered will be contingent on closures due to COVID-19. We will continue to monitor the situation and will provide an update in May. More information can be found on the [Initial ELPAC Test Administration](#) web page.

Initial ELPAC Administration and Scoring Training

The 2020–2021 computer-based Initial ELPAC testing window will begin on July 1, 2020. **The in-person trainings scheduled across California have been canceled.** Instead, virtual training modules are being created for you and your LEA's ELPAC test examiners to fulfill the LEA's requirements for mandatory training. More information can be found on the [Computer-based Initial ELPAC Administration and Scoring Trainings](#) web page.

The Initial ELPAC Moodle Training Site will launch on May 1, 2020, to incorporate newly built modules. All current and new Moodle users will need to establish a new user account for the ELPAC Moodle Training Site.

April 21, 2020

Webinar: CDE Update to All Coordinators

This webinar on April 21, 2020, from 1:30 – 3:30 p.m., will provide updates on Governor Newsom's executive orders and the recently approved federal waiver under the Elementary and Secondary Education Act. The CDE staff from the Assessment Development and Administration; Analysis, Measurement, and Accountability Reporting; and Improvement and Accountability Divisions will discuss how the executive orders and federal waiver impact assessment, accountability, and the California System of Support. It will also include an interactive question and answer session. [Registration is now available.](#)

Summative ELPAC Schedule to Return Answer Books for Scoring

Due to current shelter in place directives, please hold all completed K–2 Answer Books in a secure location until further notice. Upon receiving notice to ship materials, please review and follow the [2019–20 Summative ELPAC Packing and Return Instructions](#). LEAs can download and complete the [ELPAC School/Group List](#) to serve as a way to organize returning Answer Books. LEAs should reach out to

CaITAC by phone at 800-955-2954 or by email at caltac@ets.org to request additional white return cartons.

Data Entry Interface (DEI) Remains Available

The **DEI** will remain available for LEAs to input students' scores for the **Speaking domain**—LEAs that administered the Speaking domain for the Summative ELPAC using the student score sheets can continue inputting these scores in the DEI. LEAs approved for emergency paper forms can also use the DEI to enter responses and scores. LEAs can view the [How to Enter Student Responses into the Data Entry Interface \(DEI\)](#) video tutorial and the [2019–20 Summative ELPAC Data Entry Interface User Guide for Computer-based Testing](#) for more guidance.

Update Student English Language Acquisition Status (ELAS)

Although Summative ELPAC testing has been suspended, it is important to ensure students' ELAS is up to date. This means your LEA should take the following steps:

1. Ensure Initial ELPAC scores are entered into the Local Scoring Tool in TOMS for students with an ELAS of To Be Determined (TBD).
2. Update students' ELAS in the California Longitudinal Pupil Achievement Data System from TBD to English learner (EL) or initial fluent English proficient (IFEP).

Available Now!

Manuals, Instructions, and Quick Reference Guides

- [2019–2020 Summative ELPAC Data Entry Interface User Guide for Computer-based Testing](#)
- [ELPAC Security Incidents and Appeals Procedure Guide](#)
- [How to Start a Test Session](#) quick reference guide

Videos

- [Overview of the Computer-based ELPAC](#) video in English and Spanish
- [Starting and Stopping a Test Session](#) video tutorial

Website Updates

- [Initial ELPAC Test Administration](#) web page
- [2020–2021 Training Opportunities](#) web page

Previous ELPAC Monthly Communications, as well as other email communications, can be found on the [ELPAC Coordinator Emails](#) web page. General questions about the ELPAC should be directed to CaITAC by phone at 800-955-2954 or by email at caltac@ets.org.

Sincerely,

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Educational Testing Service
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