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**From:** ELPAC <Do-Not-Reply@info.ets.org>  
**Sent:** Monday, June 1, 2020 3:37 PM  
**To:**  
**Subject:** Computer-based Summative ELPAC: Materials Return Questionnaire and Instructions for K-2 Writing



Dear LEA ELPAC Coordinator:

Changes to the administration of the 2019–2020 Summative English Language Proficiency Assessments for California (ELPAC) surrounding the novel coronavirus disease 2019 (COVID-19) can be viewed on the [Implications of COVID-19 and the Suspension of Testing](#) web page.

To be part of the mid-August score release, local educational agencies (LEAs) should return all completed kindergarten through grade two (K–2) Answer Books to Educational Testing Service (ETS) for scoring **by June 12, 2020**. Please read and follow the [2019–20 Summative ELPAC Packing and Return Instructions](#). LEAs have the option to download and complete the [ELPAC School/Group List](#) when returning Answer Books to serve as a reference for both the LEA and ETS as to what is being returned in each shipment. ETS recommends keeping a copy of the ELPAC School/Group List for the LEA's records to track the test materials being returned to ETS. Test materials must be returned in the white cartons provided. To order additional white cartons, please contact the California Technical Assistance Center (CalTAC).

LEAs that return K–2 Answer Books by June 12, 2020, will receive Student Score Reports (SSRs) in mid-August for students who completed all four domains. Answer Books returned after June 12 will receive SSRs at a later date.

To help ETS anticipate the quantity of incoming materials, **please complete a [short questionnaire](#)** indicating when the LEA plans to return materials.

The California Department of Education is continuing to look into offering an **optional** fall administration of the 2019–2020 Summative ELPAC. LEAs should retain all unused test materials and store them in a secure location until further notice.

Questions about the 2019–2020 Summative ELPAC administration can be directed to CalTAC, by phone at 800-955-2954 or by email at [caltac@ets.org](mailto:caltac@ets.org).

Sincerely,

California Technical Assistance Center  
Educational Testing Service  
Phone: 800-955-2954

Email: [caltac@ets.org](mailto:caltac@ets.org)

Website: <https://www.elpac.org/>