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AUGUST 22, 2022

2022-23 CAA AND INTERIM ASSESSMENTS CAASPP COORDINATOR TRAININGS

REMINDER: The CAA for Science and Smarter Balanced Interim Assessment trainings are required for the CAASPP Coordinator. These trainings are being facilitated by STB in collaboration with each Local District. This training prepares CAASPP Coordinators to manage the administration of Interim Assessments and the CAA for Science assessments at their schools.

NEW CAASPP Coordinators

NEW CAASPP Coordinators will participate in a 5.5-hour training facilitated by STB, which is now available for self registration in MyPLN using key words 2022 Interim Assessments. Identify sessions designated for NEW coordinators. These sessions have limited capacity and are only available to participants in their respective Local District.

Returning CAASPP Coordinators

Returning CAASPP Coordinators will participate in an 3.5-hour training facilitated by STB, which is now available for self registration in MyPLN using key words 2022 Interim Assessments. Remember to identify the session designated for RETURNING coordinators. These sessions also have limited capacity.

All training dates are listed on the table below. Returning CAASPP coordinators may select any training they prefer as trainings are not limited to a specific Local District. However, New coordinator trainings are specific to each Local District so new coordinators are required to select the training for their Local District.

Date	Audience	LD	Time
Wednesday, August 24, 2022	Returning	All	12:30 p.m. - 4:00 p.m.
Wednesday, August 24, 2022	New	E	8:30 a.m. - 3:00 p.m.
Thursday, August 25, 2022	Returning	All	12:30 p.m. - 4:00 p.m.
Friday, August 26, 2022	New	NE	8:30 a.m. - 3:00 p.m.
Monday, August 29, 2022	Returning	All	8:30 a.m. - 12:00 p.m.
Monday, August 29, 2022	Returning	All	12:30 p.m. - 4:00 p.m.
Tuesday, August 30, 2022	Returning	All	8:30 a.m. - 12:00 p.m.
Wednesday, August 31, 2022	Returning	All	8:30 a.m. - 12:00 p.m.
Wednesday, August 31, 2022	New	NW	8:30 a.m. - 3:00 p.m.
Thursday, September 1, 2022	Returning	All	8:30 a.m. - 12:00 p.m.
Wednesday, September 7, 2022	Returning	All	8:30 a.m. - 12:00 p.m.
Wednesday, September 7, 2022	New	W	8:30 a.m. - 3:00 p.m.
Thursday, September 8, 2022	Returning	All	12:30 p.m. - 4:00 p.m.
Friday, September 9, 2022	Returning	All	8:30 a.m. - 12:00 p.m.
Friday, September 9, 2022	New	S	8:30 a.m. - 3:00 p.m.
Monday, September 12, 2022	Returning	All	12:30 p.m. - 4:00 p.m.
Monday, September 12, 2022	New	C	8:30 a.m. - 3:00 p.m.



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2022-23 INITIAL ELPAC ELIGIBILITY ROSTER IN TOMS

The district has been working to update in CALPADS all the students' profiles for the administration of the Initial ELPAC. The Student Testing Branch has been informed students will be populating in TOMS by the end of this week.

ELPAC Coordinators should plan to run an eligibility report in TOMS to ensure that all eligible students have been properly identified. If students are missing, the school ELPAC coordinator should contact the State Reporting Services Branch at 213-241-2450.

To run the Eligibility Report in TOMS:

1. Log into ELPAC Toms at <https://mytoms.ets.org/>
2. Click on the [Reports] tab, then select [Initial ELPAC Reports]
3. In the *Available Reports* section, select the [*Initial ELPAC and Initial Alternate ELPAC Student Eligibility Report*]
4. Click on Download

2022-23 INITIAL ELPAC K-2 WRITING MATERIALS

The original order of 2022-23 K-2 writing materials are being released to schools where the principal and ELPAC coordinator have completed their respective requirements as indicated in [REF-129701.1—2022-23 Initial English Language Proficiency Assessments for California \(ELPAC\) and Initial Alternate ELPAC Requirements for Principals, Coordinators, and Support Staff](#). Schools that have not received any materials and it has been more than five days since the principal and ELPAC coordinator have completed their requirements should submit an order for additional materials in the STB Portal.

When ordering materials indicate if you will be picking up the materials or if you want the materials to be delivered to your school. Note that your order will not be process until the principal and ELPAC coordinator have completed their respective requirements.

If picking-up materials:

School will send to Central Testing Center to pick up the materials a District employee who has signed a 2022-23 ELPAC Security affidavit. Allow for a 24-hour (Business Days: Mon- Fri) turn-around time. You will notified by email when the materials are ready for pick-up. Materials must be picked up between 7:00 a.m. and 12 noon.

If materials were requested to be delivered to the school:

Allow for 3-5 business days for materials to arrive.