



California English Language Development Test (CELDT)

CELDT Live! 2C: **Test Administration**

Tuesday, May 18, 2010



Welcome

- Welcome:
 - Lily Roberts, Ph.D., Administrator
California Department of Education (CDE)
- Presenters:
 - Erika Hughes
Education Program Consultant, CDE
 - Jennifer Levey
Project Specialist, Educational Data Systems
- Presentation Facilitator:
 - Caroline Fahmy
Project Manager, Educational Data Systems

CELDT Live! 2C Overview

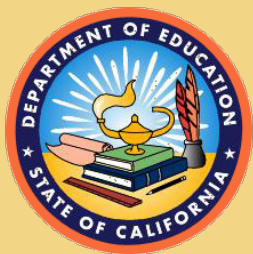


- Test Coordinator's Manual
- Determining Who Should Take the CELDT
- Special Testing Situations
- Accommodations, Modifications, and Alternate Assessments
- Large Print and Braille Versions
- Pre-Identification Updates
- Test Materials Receipt and Inventory
- Testing Irregularities and Security Breaches
- Shipping Scorable Materials
- Contact Information
- Web Site Information
- Questions & Answers

Test Coordinator's Manual (TCM)



- Reorganized with new sections
- Student-identifying instructions in the Examiner's Manuals only
- Manual includes:
 - Due dates, deadlines and windows
 - Instructions for CELDT District and Site Coordinators
 - Before testing
 - After testing
- 2010–11 Edition TCM posted by June 1, 2010



Determining Who Should Take the CELDT

- Administer a home language survey
- Sample form on CDE Web site
 - If other than English on any of first three questions, student must be tested
 - If other than English on fourth question, student may be tested at district's discretion



Determining Who Should Take the CELDT (cont.)

- Initial Identification (II):
 - Placement decisions made at local level
 - All students
 - Primary language is not English
 - Enrolled in California public schools in kindergarten through grade twelve (K–12)
 - Have not previously taken the CELDT
 - Administered within 30 days of first enrollment
 - Score locally prior to submitting for official scoring
 - Test scored monthly—do not hold tests for II students until the end of the Annual Assessment (AA) window



Determining Who Should Take the CELDT (cont.)

- Test Purpose Annual Assessment (AA)
 - All Students
 - Primary language is not English
 - Enrolled in a California public school in grades K–12
 - **Have** previously taken the CELDT
 - Administered during the AA window (July 1–October 31)
 - Administered annually until reclassified as fluent English proficient (RFEP)

Special Testing Situations



- Unable to confirm with the previous district whether the student took the current Edition of the CELDT
 - Test the student
- Student took a portion of the test and then moved
 - If destination district is known: Ship the test, student and/or answer book
 - If destination district is **not** known: Mark test “Moved” and retain with nonscorables
- Student completed the test and then moved
 - Send to contractor for scoring



Accommodations

- Must be specified on the Individualized Education Program (IEP) or Section 504 Plan
- Allowable accommodations and modifications can be found in *Matrix 1: Matrix of Test Variations, Accommodations and Modifications*

Accommodations (cont.)



- Variations in schedule, equipment, and presentation format
- May be used for one or more domains
- Fill in appropriate bubble(s) in Box 23 under Accommodations
- Test is scored normally



Modifications and Alternate Assessments

- Variations fundamentally alter what the test measures
- Student receives the Lowest Obtainable Scale Score (LOSS)
- If any domain is marked, the Overall score will be affected
- If all domains are marked, the Overall score will also be the LOSS
- Must be specified on the Individualized Education Program (IEP) or Section 504 Plan



Modifications and Alternate Assessments (cont.)

- Modifications
 - Reading test questions aloud on the reading portion or the use of word processing software with spell and grammar check for writing portions
 - May be used for one or more domains
 - Fill in appropriate bubble(s) in Box 23 under Modifications



Modifications and Alternate Assessments (cont.)

- Alternate Assessment
 - IEP or Section 504 Plan team selects appropriate alternate assessment
 - Return a scannable CELDT answer document
 - Use Pre-ID label or fill in demographic information
 - Fill in appropriate bubble(s) in Box 23 under Alternate Assessments
- See Planning for Students with Disabilities on the CDE Web site



Large Print Version

- May be administered during group testing
- Examiner must transcribe all responses into the scannable student/answer book
 - Do not fill in the bubbles for a modification, accommodation, or alternate assessment
- Return with regular scorable materials
- Do not return large print books with scorable materials



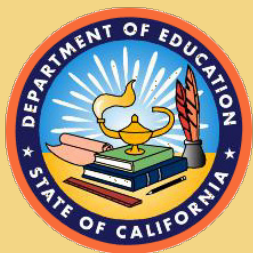
Braille Version

- Administer one-on-one
- Examiner must transcribe all responses into the scannable student/answer book
 - Do not fill in bubbles for a modification, accommodation, or alternate assessment
- Fill out the demographic supplement and insert behind front cover of the answer/student book
 - For K–1 only: Insert supplement in the Listening/Speaking Student Book
- Do not return braille books



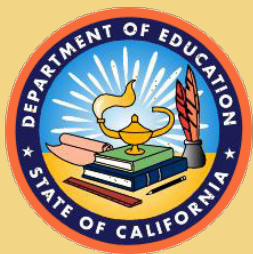
Pre-Identification (Pre-ID) Updates

- Pre-ID Ordering and File Submission Window: June 21–Sept. 24, 2010
 - Last day to place an order: Sept 17
 - Last day to upload and submit files: Sept 24
- Access the Pre-ID ordering system through the secure District Portal
- Pricing and additional information can be found on the Pre-ID Services Web site



Pre-Identification Updates (cont.)

- Excel files now accepted for Pre-ID
- New Rules:
 - School Name and Code data on Group Identification Sheet will override Pre-ID data
 - Student's Primary Language Code and Primary Disability fields **cannot** be blank
 - If Test Purpose = 2 (AA), districts may upload partial information for:
 - Previous Grade
 - Most Recent Previous Test Administration date
 - Most Recent Previous CELDT Scale Scores



Pre-Identification Updates (cont.)

- New Rules (cont.):
 - SSID: Bubbling at time of testing overrides Pre-ID if blank
 - Ethnicity: Error if Hispanic/Latino is “No” or Blank and all other ethnicities are also blank
 - Previous Test Administration: Only goes as far back as July 2006
- Complete list of field and code changes in the 2010–11 Pre-ID Data File Layout



Test Materials Receipt and Inventory

- District coordinators must confirm receipt of all boxes immediately
 - Wait two days before reporting missing boxes
- District coordinator: Inventory district box contents
- School/Site coordinator: Inventory school box contents
- Report shortages and/or overages right away and no later than August 2
- Test Coordinator's Kit included with test materials shipment



Testing Irregularities and Security Breaches

- CELDT is a secure exam
- Testing Irregularities include (but not limited to):
 - Cheating
 - Failing to follow instructions in Examiner's Manual
 - Administering test by uncertified examiners
- Security Breaches include (but not limited to):
 - Failing to maintain security of test materials
 - Discussing the test or using outside of administration or training
 - Allowing students access to training materials



Testing Irregularities and Security Breaches (cont.)

- Contact the CELDT Customer Support Center within 24 hours
- Fill out and send in Testing Irregularities and Security Breach Reporting Form within 5 working days
 - Test Coordinator's Manual Appendix
 - CELDT Resources Web site
- Never e-mail teacher or student private information unless encrypted
- Await follow up by Educational Data Systems and the CDE

Shipping Scorable Materials



- Requesting a Pick-up
 - Package and number all boxes prior to requesting a pick-up
 - \$45 charge for additional shipments within the same (one) administrative month
 - Request a pick-up for the **exact** number of boxes to be shipped
 - If shipping 20 or more boxes, palletize if possible and request a pallet pick-up
 - Submit your request only once
- Monitor boxes picked up by UPS



For More Information

- CELDT Contractor,
Educational Data Systems:
 - E-mail: support@celdt.org
 - Telephone: 866-850-1039
 - Web: <http://www.celdt.org>
- CDE CELDT Office:
 - E-mail: celdt@cde.ca.gov
 - Telephone: 916-319-0784
 - Web: <http://www.cde.ca.gov/ta/tg/el/>

CDE Web Site Information



- Home Language Survey
<http://www.cde.ca.gov/ta/cr/el/elforms.asp>
- Reclassification
<http://www.cde.ca.gov/sp/el/rd/>
- Accommodations and Modifications
Matrix 1
<http://www.cde.ca.gov/ta/tg/el/resources.asp>
- Planning for Students with Disabilities
<http://www.cde.ca.gov/ta/tg/el/resources.asp>

CELDT Web Site Information



- CELDT Web site
<http://www.celdt.org>
- Test Coordinator's Manual
Available by June 1, 2010 at
<http://www.celdt.org/resources/archives/>
- Pre-ID Services
<http://www.celdt.org/resources/pre-id/>



Questions and Answers

**Thank you for attending
CELDT Live! 2C:
Test Administration**

**Join us for *CELDT Live! 2D: K-1 Update*
August 17, 3:30 p.m.**

See <http://www.celdt.org/workshops/live> for dates and times of upcoming *CELDT Live!* online trainings and for this presentation archive