



EDUCATIONAL DATA SYSTEMS

[date]

Dear CELDT District Coordinators:

**GETTING STARTED WITH THE CALIFORNIA ENGLISH LANGUAGE
DEVELOPMENT TEST (CELDT) 2009-10**

The purpose of this letter is to provide you with important information related to the 2009-10 CELDT that begins with the Annual Administration (AA) and Initial Identification (II) testing of students that will begin July 1, 2009.

The new contractor and its team. Educational Data Systems, the new contractor for the CELDT for the 2009-10 through 2011-12 school years, along with our subcontractors, the Sacramento County office of Education (SCOE), MetriTech, Inc., and Kornerstone Technologies (KST), is committed to providing a smooth transition and an efficient system for districts to administer the CELDT. For almost two decades, Educational Data Systems has worked with the California Department of Education (CDE) and California school districts on assessment programs, including, most recently, the Physical Fitness program and the Designated Primary Language Test (DPLT). The Center for Student Assessment and Program Accountability at SCOE, which has managed a variety of large-scale assessments in California since the 1980s, will provide the coordination of workshops and scoring training for the CELDT. MetriTech, Inc., an experienced test development and assessment management company in Champaign, Illinois, will provide the item and test development activities, open-ended item scoring, and technical analysis related to scoring and reporting the CELDT. KST, a professional firm that operates and manages large-scale helpdesks, will run the CELDT customer support center with the goal of providing California districts with the highest level of customer service.

Transition from CTB. The monthly Initial Identification (II) testing of students through June 30, 2009, will continue to be administered by CTB/McGraw-Hill (CTB). Questions related to obtaining 2008-09 Edition test materials, shipping the student tests to CTB for processing, and receiving reports and data files for all testing that occurs through June 30, 2009, should continue to be directed to CTB at 800-944-8594 or by e-mail at ctbceldthelpdesk@ctb.com. Attachment 1 provides a table summarizing which entity to contact for assistance with your CELDT administration and program needs.

Changes to the grade K-1 assessment. Currently, the CELDT assesses four domains: listening, speaking, reading, and writing. Up to the 2008-09 Edition, students in kindergarten and grade one (K-1), however, were tested in the domains of listening and speaking only. With the amendments to *Education Code* Section 60810 (Senate Bill 80) in

2007, and in compliance with Title III of No Child Left Behind (NCLB) Act of 2001, the CDE now is required to test K-1 students in the domains of reading and writing (K-1 Early Literacy assessment). The AA and II testing that will begin July 1, 2009, will require K-1 students be tested with the new reading and writing questions.

Web site and customer support. The contact information for the Educational Data Systems customer support center is:

Telephone: 866-850-1039
E-mail: support@celdt.org
Web site: <http://www.celdt.org>

The Web site will be under construction for the next several weeks as we begin our work on CELDT, so check back to obtain information on upcoming workshops, item writing, content review, and bias review opportunities, and other helpful resources.

CELDT Live! Throughout the coming months, Educational Data Systems will be hosting a series of WebEx presentations called *CELDT Live!* These presentations will provide you with practical, step-by-step information related to the administration and implementation of the CELDT, covering topics such as ordering test materials, uploading pre-ID data files, and packing and shipping tests to Educational Data Systems for processing. The topics of our first *CELDT Live!* WebEx presentation, to be held on March 17 at 3:30 p.m., will be a welcome and the online ordering process. The dates, times and topics for each *CELDT Live!* presentation will be posted on the CELDT Web site at <http://www.celdt.org/workshops/>.

Ordering testing materials for 2009-2010. For AA and II testing that will begin July 1, 2009, the ordering window for test materials will be open from March 16 to April 3, 2009. Ordering will be done online through the new CELDT Web site at <http://www.celdt.org>.

Important: In order to place your order for test materials, you must have a secure login ID and password. This login information will be sent via e-mail *only* to those CELDT district coordinators with a signed Superintendent's Designation form on file. This form was provided in an earlier e-mail from the CDE, however if you did not receive it, you can download it from the Home page of the CELDT web site.

Scoring Training of Trainers (STOT) Workshops. The STOT workshops (previously called Pre-Administration Workshops) will be held around the state from April 30 through June 12, 2009. Make-up workshops will be held in late July and early August. Please go to the CELDT Web site and click on the Workshops link for a complete listing of dates and locations, and to access the online registration system, or for more information you may send an e-mail at workshops@celdt.org. A separate packet with details related to the STOT workshops will be mailed to all CELDT district coordinators.

Test Security Agreement. The 2009-10 CELDT District Coordinator Test Security Agreement, found on Attachment 2, is to be filled out, signed, and kept on file in the school district office. The CELDT district coordinator is responsible for safeguarding all

test materials, obtaining a *Test Security Affidavit* (which will be available in the 2009-10 CELDT Test Coordinator's Manual) from all personnel having access to tests and test materials, and reporting any and all breaches in security to Educational Data Systems' customer support center immediately.

We are looking forward to working with California school districts and charter schools to ensure a productive and successful assessment year ahead. Educational Data Systems and its subcontractors are dedicated to providing you with excellent service and customer support. We welcome your feedback and value your opinion. Please visit the *Contact Us* page on our CELDT Web site at <http://www.celdt.org/contact> to send us your thoughts.

If you have any questions regarding the 2009-10 CELDT, please contact the new CELDT customer support center at 866-850-1039 or send us an e-mail at support@celdt.org. For any policy questions, please contact the CDE CELDT office at 916-319-0784 or by e-mail at celdt@cde.ca.gov.

Sincerely,



Caroline Fahmy
President

Attachments

California English Language Development Test (CELDT) Contact Matrix

Entity	Inquires about...
<p>Educational Data Systems</p> <p>Tel: 866-850-1039</p> <p>E-mail: support@celdt.org</p> <p>Web: http://www.celdt.org</p>	<p style="text-align: center;">The 2009-10 Test Edition</p> <ul style="list-style-type: none"> • Ordering and receipt of testing materials for AA and II testing beginning July 1, 2009 • <i>CELDT Live!</i> WebEx presentations for district coordinators • Scoring Training of Trainers workshops (previously called Pre-Administration Workshops) • Data Analysis, Interpretation and Use Workshops • Item writing and other opportunities during the 2009-10 school year • Return of tests and receipt of reports and data files for students tested after 7/1/09 • A security breach with the 2009-10 test materials • Questions about which contractor to contact
<p>CTB/McGraw-Hill</p> <p>Tel.: 800-994-8594</p> <p>E-mail: ctbceldthelpdesk@ctb.com</p> <p>Web: http://www.ctb.com/celdt</p>	<p style="text-align: center;">The 2008-09 Test Edition</p> <ul style="list-style-type: none"> • Return of II tests for scoring and reporting through June 30, 2009 • Ordering additional materials for the 2008-09 Edition • Return of secure test materials • Reports and data files for testing occurring through June 30, 2009 • Excessive orders for tests ordered prior to June 30, 2009 • A security breach with the 2008-09 test materials
<p>California Department of Education</p> <p>Tel.: 916-319-0784</p> <p>E-mail: celdt@cde.ca.gov</p> <p>Web: http://www.cde.ca.gov</p>	<ul style="list-style-type: none"> • CELDT Program and policy questions • Education code questions • Questions related to Title 5 Regulations • Issues not resolved by the contractors



California English Language Development Test (CELDT) Test Security Agreement

I acknowledge by my signature on this form that the CELDT is a secure test and agree to each of the following conditions to ensure test security.

1. I will take all necessary precautions to safeguard all tests and test materials by limiting access to persons within the school district with a responsible, professional interest in the test's security.
2. I will keep on file the names of persons having access to tests and test materials. I will require all persons having access to the materials to sign the Test Security Affidavit that will be kept on file in the school district office.
3. I will keep the tests and test materials in a secure, locked location, limiting access to only those persons responsible for test security, except on actual testing dates.

By signing my name to this document, I am assuring that I will abide by the above conditions.

Signature

Print Name

Title

District Name

County-District -Charter Code

Date

Keep this signed Test Security Agreement on file in the school district office.



**California English Language Development Test (CELDT)
Superintendent's Designation of CELDT District Coordinator 2009-2010
School Year**

All information below must be completed to receive your secure log in information.

Fax or mail completed form to:

Educational Data Systems
Attn: CELDT Program Administrator
15850 Concord Circle, Suite A
Morgan Hill, CA 95037
Fax: 408-776-7696

School District:		
County-District Code: (7 digits)	Independent Charter Code: (4 digits)	
District Superintendent Name:		
Address:		
City:	State:	Zip:
E-mail Address:		
Phone:	Ext:	Fax:

I designate the following employee as the CELDT district coordinator for the 2009-2010 school year: (Please note: Accurate e-mail addresses are important since most communications are distributed via e-mail.)

District Coordinator Name:		
Title:		
Materials Shipping Address:		
City:	State:	Zip:
E-mail Address:		
Phone:	Ext:	Fax:
Superintendent's Signature:		Date: