
From: CalTac <CalTAC@info.ets.org>
Sent: Thursday, April 21, 2016 1:03 PM
To:
Subject: CAASPP--Demographic Data Snapshot for the 2015-16 Administration



Measuring the Power of Learning.™

Dear LEA CAASPP Coordinator:

As your local educational agency (LEA) starts summative testing for the 2015–16 California Assessment of Student Performance and Progress (CAASPP) administration, it is important that all LEAs verify that their California Longitudinal Pupil Achievement Data System (CALPADS) data are up to date for all students as soon as possible.

The snapshot will be taken on the last day of your LEA’s selected testing window. However, if either your selected testing window or instructional window has already closed, the snapshot will be taken on April 27, 2016. Starting on April 27, Educational Testing Service (ETS) will create a “snapshot” of each LEA’s demographic data on the date their LEA’s selected testing window closes. These data, which are the same as what resides in the Test Operations Management System (TOMS), are necessary to create an accurate overview of California students for CAASPP summary reporting. **These data will be used for CAASPP public summary results reporting only.**

If your LEA has completed testing prior to April 27, please read the following information:

1. Do not exit your student information from CALPADS until after April 27, even if your instructional year has ended. If student records are exited out of CALPADS before the snapshot day, Student Score Reports and data files will not accurately reflect an LEA’s demographic information. Student information contained in the snapshot cannot be changed, even if the data in CALPADS are edited.
2. There is a scheduled system downtime from April 23–24. Please confirm that your students’ demographic data are up to date in CALPADS and TOMS prior to the TOMS downtime scheduled. Any changes to student demographics must be made in CALPADS. Any changes in CALPADS can take up to two business days to process through the CAASPP Assessment Delivery System.

If your LEA is still testing after April 27, please read the following information:

1. Confirm that your students’ demographic data are up to date in CALPADS **prior to the completion of your selected testing window.** CALPADS data are used throughout the CAASPP Assessment Delivery System, including for the CAASPP public summary results reporting Web site.
2. Review your student demographic information in CALPADS and TOMS throughout and prior to the close of your LEA’s test administration window. Any changes to student demographic information must be made in CALPADS.

Important: Remember that student demographic data changes in CALPADS can take up to two business days to process through the CAASPP Assessment Delivery System. Any changes to student demographics data in CALPADS must be completed at least two days prior to the close of your testing window for these changes to be captured for the CAASPP public summary reporting Web site.

Questions about this demographic snapshot process should be directed to the California Technical Assistance Center (CalTAC) by phone at 800-955-2954 or by e-mail at caltac@ets.org.

Thank you for your continued support of the CAASPP System.

Sincerely,

Mary Anne J. Arcilla
ETS Director of Operations
CAASPP Program

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