Dear LEA CAASPP Coordinator:

The 2018–19 downloadable individual student test results data file for your local educational agency's (LEA's) CAASPP Smarter Balanced testing is now available in the Reports section of the Test Operations Management System (TOMS).

Your LEA's student data file includes all students enrolled in your LEA who were in the California Longitudinal Pupil Achievement Data System (CALPADS) at the time data was extracted on June 12, 2019. The data file does not contain student scores for the California Alternate Assessments (CAAs), California Science Test (CAST), or California Spanish Assessment (CSA); nor does it reflect your LEA's aggregated student results that will be available with the embargoed preview of the CAASPP Results public web reporting site in August 2019. Aggregate data is based on students' enrolled school at the time the test was taken, County/District of Accountability, and other data aggregation rules.

The student data files include scores for the Smarter Balanced Summative online assessments for English language arts/literacy (ELA) and mathematics given in grades three through eight and grade eleven. Only students who were enrolled in your LEA, in CALPADS, when the testing window closed are included in the file. Students who tested with your LEA and then transferred to another LEA during the 2018–19 school year are not included in the file.

The demographic data for your enrolled students is based on the following:

- If your LEA's selected testing window closed before June 12, 2019, the demographic data in your LEA student data file is from your LEA's demographic snapshot. The demographic snapshot was taken after the selected testing window closed for your LEA's CAASPP administration and cannot be corrected.

- If your LEA's selected testing window was still open as of June 12, 2019, the student demographic data in your LEA student data file reflects the latest demographic data that was available in CALPADS at the time the data was extracted on June 12, 2019. The demographic snapshot for your LEA was

taken after the selected testing window closed for your LEA's CAASPP Smarter Balanced and CAA administrations.

Accessing the Individual Student Test Results Data File

The layout of the student data file is available for download from the CAASPP Score Reporting web page. The student data file layout includes field descriptions, acceptable values for fields, and data sources.

Take these steps to securely download your LEA's student data files:

1. Access TOMS.

2. Select the [**Reports**] button in the left navigation bar.

3. Scroll down to the *Student Results Report—Student Score Data Extract* section.

4. Select your Organization and the School Year of the data file you would like to download. (Data files are available for both the current and previous CAASPP administrations.)

5. Select the [**DOWNLOAD REPORT**] button.

Educational Testing Service will provide updated files in September 2019 that include student score data for the CAAs for ELA and mathematics. In December, files will be updated again with CAST and CSA results.

If you have any questions about CAASPP reporting, please contact the California Technical Assistance Center by phone at 800-955-2954 or by email at caltac@ets.org.

We thank you for your continued support of the CAASPP System.

Sincerely,

California Technical Assistance Center
Phone: 800-955-2954
Fax: 800-541-8455
Email: caltac@ets.org
Website: http://www.caaspp.org/