Dear LEA CAASPP Coordinator or CAASPP Test Site Coordinator:

The new California Spanish Assessment (CSA) Communications and Outreach Toolkit is now available! The toolkit contains a list of resources that local educational agencies (LEAs) can use to educate and communicate important information about the CSA to parents and guardians. The resources are available on the CSA Communications and Outreach Toolkit web page.

The toolkit has the following information available:

- **Key Messages (PDF)**—This document provides an overview of the CSA, its benefits, and information about CSA Student Score Reports (SSRs). It is intended to help LEAs provide consistent messaging about the CSA in their outreach efforts.

- **Frequently Asked Questions**—This document contains information that LEAs can use to help address parent/guardian questions about the CSA.

- **“Talking to Parents” (PPT)**—LEAs can customize this PowerPoint presentation to provide information to parents and guardians on how to read a CSA SSR.

- **Guidance for Analyzing CSA Results**—This is a document that LEAs can use to understand the alignment between their LEA’s instructional programs and the CSA.

- **Resources for Parents and Guardians:**
  - Parent Handouts
    - Fact Sheet
    - Parent Guide
    - Benefits of the CSA flyer
  - “What is the CSA?”—Informational video
  - Starting Smarter—This website for parents and guardians contains information on the CSA, parent resources, and how to understand the SSRs.

Questions regarding the CSA Communications and Outreach Toolkit or CSA administration should be directed to the California Technical Assistance Center (CalTAC) by phone at 800-955-2954 or by email at caltac@ets.org.

Sincerely,

California Technical Assistance Center
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