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**From:** ELPAC <Do-Not-Reply@info.ets.org>  
**Sent:** Wednesday, September 19, 2018 9:09 AM  
**To:**  
**Subject:** IMPORTANT: Initial ELPAC Administration During CALPADS Downtime



Dear LEA ELPAC Coordinator:

The California Longitudinal Pupil Achievement Data System (CALPADS) has announced a system upgrade during the last week of September. CALPADS is scheduled to go offline from September 21 through October 1, 2018. During this downtime, data for new students entered in your local educational agency's (LEA's) student information system and then uploaded into CALPADS will not be passed along to the ELPAC Test Operations Management System (TOMS), which will affect your ability to enter the Initial ELPAC raw scores for these students in the Local Scoring Tool (LST).

During the downtime, you may continue to administer the Initial ELPAC and use the *Initial ELPAC Conversion Tables* and *Preliminary Overall Scale Score and Performance Level Student Score Sheet* to calculate preliminary results. These documents can be accessed by logging on to ELPAC TOMS, selecting the **[Help]** icon, and then selecting the tab for **[Local Scoring Tool]**.

After October 1, resume searching for a student's record in the LST to enter the raw score and generate an official result for your student.

If you have questions, please contact the ELPAC Customer Support Center by phone at 844-782-2714 or by email at [ELPAC@ets.org](mailto:ELPAC@ets.org).

Sincerely,

ELPAC Project Team  
Educational Testing Service  
Phone: 844-782-2714  
Email: [ELPAC@ets.org](mailto:ELPAC@ets.org)  
Website: <https://www.elpac.org/>