Dear California Educator:

The 2019–2020 Summative English Language Proficiency Assessments for California (ELPAC) secure Directions for Administration (DFAs) were made available on January 14, 2020. If you downloaded or printed the DFAs already, please note there were a few changes that have been made, and updated DFAs will be reposted on February 3, 2020, to reflect these changes. Some changes may require reprinting of pages.

- In all Kindergarten through Grade Two Listening, Speaking, Reading, and Writing DFAs, except the braille versions, the Speaking logon instructions on pages 18–19 have been revised. Reprinting pages 17–18 and 19–20 is recommended if you have already printed them double-sided.

- In Grades 3–5 Speaking Forms 1, 2, 4, 5, 6 DFA (pages 26 and 30), Grades 3–5 Speaking F3 DFA (page 38), Grades 3–5 Braille Speaking DFA (pages 26 and 30), and Grades 6–8 Speaking F3 DFA (page 36) in the Summarize an Academic Presentation rubric at score points 2, 3, and 4, the top bullet of the rubrics has been revised to indicate
  - Score 2: Response includes a partial summary of at least one of the Main Points of the presentation and may lack an understanding of the Main Points.
  - Score 3: Response includes a mostly clear summary of some of the Main Points of the presentation with partial/basic details.
  - Score 4: A full response includes a clear summary of the Main Points and details of the presentation.

- In the Grades 11–12 Speaking Braille DFA, if you have downloaded or printed this DFA, we recommend you replace the following pages:
  - On page 25, in the first SAY line, the second sentence has been revised to state, “I can repeat the line graph description, if needed.”
On page 26, the first bullet after the pointing icon has been revised to state, “explain the main steps in how trees are grafted to produce new fruit trees,“.

On page 27, the first bullet after the SAY icon has been revised to state, “explain the main steps in how trees are grafted to produce new fruit trees,“.

The ELPAC Known Issues web page lists all of the changes that were made to the DFAs. We recommend that you review the changes, but you are not required to reprint these DFAs, if you have already started printing.

These DFAs can be accessed electronically by local educational agency (LEA) ELPAC coordinators, site ELPAC coordinators, or test examiners just prior to testing. DFAs can be printed and securely stored until administering the Summative ELPAC. LEAs also have the option to order printed ELPAC DFAs for specified grades or grade spans at an additional cost; more information about this option is coming soon.

Take the following steps to access the secure DFAs, which are available in the Test Operations Management System (TOMS):

1. Log on to TOMS.
2. Select the [Resources] tab on the top navigation bar to access the list of secure materials.
3. Select Summative ELPAC DFAs from the Available Materials list and download the DFA(s) that match the assigned form number. (For more information about version assignments, refer to the “2020 Summative Forms Assignment Now Posted” email communication.)

ELPAC test examiners should direct questions regarding all aspects of the computer-based Summative ELPAC to their site ELPAC coordinator. Site ELPAC coordinators should direct questions regarding all aspects of the computer-based Summative ELPAC to the LEA ELPAC coordinator. The LEA ELPAC coordinator can direct questions about ELPAC administration 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
Phone: 800-955-2954
Fax: 800-541-8455
Email: caltac@ets.org
Website: https://www.elpac.org/