



**LOS ANGELES UNIFIED SCHOOL DISTRICT
REFERENCE GUIDE**

TITLE: Initial and/or Annual CELDT Results,
2013-14 Edition

NUMBER: REF-6208

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PURPOSE: The purpose of this Reference Guide is to provide schools with the Initial and/or Annual California English Language Development Test (CELDT) results for the 2013-14 Editions.

MAJOR CHANGES: None.

GUIDELINES: I. BACKGROUND

State law (Education Code Sections 313 and 60810) and Federal Law (Title III of the Elementary and Secondary Education Act) require school districts to administer a state test of English language proficiency to (1) newly enrolled students whose primary language is not English and (2) students who are English learners as an annual assessment.

II. PURPOSE

Educational Data Service (EDS), the state contractor for the CELDT provides the tests results to districts. The CELDT results are used for three primary purposes:

- To identify students who are limited-English proficient
- To determine the level of English language proficiency of students who are limited-English proficient
- To assess the progress of the limited-English proficient students in acquiring the skills of Listening, Speaking, Reading, and Writing in English.

III. SCHOOL RESPONSIBILITY

Two copies of the *CELDT Student Performance Level Report* are provided for each student. One copy of the report should be retained in the Master Plan

ROUTING
Educational Service Center
Administration
Principals
Assistant Principals
EL Program Coordinators
Testing Coordinators



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Folder in the cumulative record. The second copy of the report for either the Initial or Annual Assessments is to be distributed to parents/guardians or shared with the parents/guardians during parent conferences within 20 calendar days of delivery from the District. The *CELDT Student Performance Level Report* and *Guide to Test Reports* (GTR) must be mailed home to parents/guardians that are not present during parent conferences.

Schools will have parents/guardians mailing address printed on their reports for students in grades K-12 for whom complete data were available in the school SIS on or before the dates listed on the Critical Dates page on the *CELDT Administration Instructions*.

A No.10 window envelope with the following specifications can be used to mail reports:

- Window size – 1.125 inches high and 4.5 inches wide
- Lower left side – .5 inches from the bottom edge

The table below indicates how schools will obtain test results and supporting information.

Grade	2013-14 CELDT Reports	
K - 12	Student Performance Level Reports (2 per student)	Delivered to schools
	Test Result Labels (1 per student)	
	Guide to Test Reports (translated in 10 languages) <ul style="list-style-type: none"> • Test Performance Descriptors 	Available on STU web page

IV. INDIVIDUAL STUDENT PERFORMANCE LEVEL REPORTS

CELDT Student Performance Level Report – The CELDT results for individual students are provided in the *CELDT Student Performance Level Report*. The CELDT results are confidential and individual results should only be shared with each student’s teacher(s), parents and guardians. The report shows the level of performance students have attained in each domain as they progress towards English language proficiency. Listed below are the five performance levels for measuring a student’s proficiency in English based on the CELDT scores along with the corresponding numeric level found in SIS.



Performance Levels	
5	Advanced Level
4	Early Advanced Level
3	Intermediate Level
2	Early Intermediate Level
1	Beginning Level

The report displays a bar graph illustrating the student’s performance in each of the domains, the scale scores, and an Overall Performance Level. Performance Levels provide a description of the competency demonstrated by the students in the domain assessed by the CELDT. In addition, a Comprehension Score is located under the graph. This score is an average of the scale score for Listening and Reading. The *CELDT Performance Descriptors* are described by grade-span on the back of the report.

Scores that fall within a performance level indicate that the student can perform the majority of skills for that level and the levels below, as described in the CELDT Performance Descriptors. A student may demonstrate competence in some of the skills at higher levels of performance, but not enough to reach the next level.

V. CELDT RESULT LABELS

One test result label is provided for each student. The Initial and Annual result labels are merged together by grade level and are located in the back of the shrink-wrap package.

- The Initial Assessment label is to be affixed to the student’s permanent cumulative record that will serve as the student’s permanent record of test results.
- The Annual Assessment label is to be affixed to the student’s CELDT Label Insert Card. This must be done before the cumulative record is sent to another school for matriculating and transferring students. Additional CELDT label insert cards may be purchased from the *LAUSD General Stores Distribution Supplies and Equipment Catalog, 2013-14*. Please use commodity number 966-12-13850 to purchase a package of 50 insert cards for \$6.73. See page 327 of the catalog for more information.

VI. GUIDE TO TEST REPORTS

Guide to Test Reports (GTR) – This guide explains to parents and guardians their child’s *CELDT Student Performance Level Report* by providing a sample



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CELDT Student Performance Level Report, information about how to interpret the report, and domain-specific and overall test performance descriptors. The GTR is provided in English and is translated in several languages to assist schools in communicating the CELDT results to parents and guardians. The GTR can be found on the Student Testing and Assessment webpage for downloading.

The *Test Performance Descriptors* section describes what students typically know and can do in English at each CELDT performance level. In addition, there are *Overall Test Performance Descriptors*, one set for students in kindergarten and grade one and another for students in grades two through twelve.

The CELDT reports and GTR must be mailed home to parents that are not present during parent conferences. See Attachments A & B for the procedures on how to sort/extract parent correspondence language in SIS.

RELATED RESOURCES:

- EDS web-site: <http://www.celdt.org/>.
- CDE CELDT web-site: <http://www.cde.ca.gov/ta/tg/el/>.
- BUL-3448.0, *Master Plan Folder for English Learners, K-12*, January 8, 2007
- Cumulative Record Handbook for Elementary Schools
- Cumulative Record Handbook for Secondary Schools

ASSISTANCE:

- For assistance with testing, call Student Testing Unit at (213) 241-4104
- For questions regarding English learner services, contact your Educational Service Center English Learner Program Staff
- For assistance with Elementary SIS, call ESIS Support at (213) 241-4617
- For assistance with Secondary SIS, call SEC SIS Support at (213) 241-4850



**Elementary SIS English Sentences: Initial and Annual CELDT Rosters
with Parent Correspondence Language**

Initial CELDT Roster

The following sentence will print a roster of students who are expected to take the Initial CELDT during the 2013-14 school year. The roster is sorted alphabetically by grade and lists the parents' correspondence language and students' room #s. This will enable you to distribute to parents the Initial CELDT results along with the *Guide to Test Reports* that matches the parents' desired correspondence language.

At the Main Menu type:

**:E
:PON
:SORT XXXX WITH 151 GE "8-13-13" AND WITH GRN GE "0" BY
GRN BY NAME BREAK-ON GRN 0 NAME 12 PGLANG ROOM (IN)**

Annual CELDT Roster

The following sentence will print a roster of students who are expected to take the Annual CELDT during the 2013-14 school year. The roster is sorted alphabetically by grade and lists the parents' correspondence language and students' room #s. This will enable you to distribute to parents the Annual CELDT results along with the *Guide to Test Reports* and that matches the parents' desired correspondence language.

At the Main Menu type:

**:E
:PON
:SORT XXXX WITH 162 = "LEP" AND WITH 151 LT "8-13-13" AND
WITH 800 BY GRN BY NAME BREAK-ON GRN 0 NAME 12 PGLANG
ROOM (IN)**



**Secondary SIS: Initial and Annual CELDT Rosters
with Parent Correspondence Language**

Printing ad hoc reports using ID99,3

The following program will print a roster of students who took the CELDT during the 2013-14 school year. This will enable you to distribute to parents the CELDT results along with the *Guide to Test Reports* that matches the parents' language.

1. At the Secondary SIS menu type **ID99,3**
2. Select **1** for active students or other appropriate selection or press enter to choose ANY.
3. Enter to accept the date.
4. **STUDENT SELECTION**
301#00 (Home Language does not equal English)
341=L Press the F3 key (this will change search logic to or) 341=I
Press <Enter>
5. **SORT SELECTION**
142 (Track if Applicable) 141 (Grade)
Press <Enter>
Press <Enter> to accept the default not to start a new page at the grade change
6. Select **F4** to create new report format.
7. **Report title?** Correspondence Languages for CELDT Result Distribution
8. **ITEM SELECTION**
101 (Name)
141 (Grade)
142 (Track)
112 (Student District ID)
301 (Home Language)
302 (Correspondence Language)
Press <ENTER>
9. Select **F1** to print.