

SAN DIEGO UNIFIED SCHOOL DISTRICT

Date: June 24, 2008

To: Principals, Vice Principals, ELSTs, and Site EL Coordinators

Subject: CELDT 2008-2009 EDITION TRAINING

Department and/or Persons Concerned: Principals, Vice Principals, ELSTs, Site EL Coordinators, and Teachers of English Learners

Due Date: Prior to selected training date

Reference: None

Action Requested:

- 1) Determine the staff at your school who must attend CELDT 2008-09 Listening and Speaking and/or Reading/Writing/Test Coordination Training
- 2) Register the staff prior to the selected training date

Attachments:

- A) CELDT 2008-2009 Edition Listening and Speaking Administration Training Schedules and Registration Form / July – September 2008
- B) CELDT 2008-2009 Edition Reading/Writing/Test Coordination Training Schedules and Registration Form / July – September 2008
- C) CELDT 2008-2009 Edition Training Facilities Driving Directions

Brief Explanation:

The California Department of Education (CDE) has mandated that the district use the new *California English Language Development Test (CELDT) 2008-2009 Edition* to conduct its Initial Identification of newly enrolled K-12 students (from homes where languages other than English are frequently used) and its Annual Assessment of English Learners (ELs) for school year 2008-09.

While similar in format to the CELDT 2007-08 Edition, the CELDT 2008-2009 Edition is a completely different test with new field test items embedded within the various portions of the test. For these reasons, the 2008-2009 Edition of the CELDT is the **ONLY** form of the CELDT that may be used for any CELDT assessment relating to school year 2008-2009.

CELDT EXAMINER QUALIFICATIONS

All individuals administering the CELDT must be fully proficient in Standard American English. Assessors must have very little or no accent in the pronunciation of Standard American English. In addition, they should be familiar with the developmental language characteristics of children at the grade levels they are to test. The CDE recommends that certificated teachers administer the CELDT, whenever possible.

TWO DIFFERENT TYPES OF TRAINING

The Office of Language Acquisition (OLA) has scheduled numerous opportunities for site staff to attend two different types of training for the CELDT 2008-2009 Edition. Attachments A and B contain schedules and registration forms. The two types of training are (1) Listening and Speaking Administration, and (2) Reading/Writing/Test Coordination Training. All English Learner Support Teachers (ELSTs) and site EL Coordinators are **required to attend both** types of training, *even if they have been previously trained for other CELDT editions*.

Please note that the target audiences for the two trainings differ. We ask that site administrators please:

- (1) Review the “target audience” descriptors below to identify those staff members from your site or associated with your site who should attend each type of training and,
- (2) Provide those persons a copy of the appropriate registration form(s) as soon as possible. It may be appropriate for one person to attend both types of training. Participants may register at any time, however, space is limited in each session, so we suggest registering as soon as possible to assure attendance at the session(s) of choice.

TARGET AUDIENCE DESCRIPTORS

1. CELDT 2008-2009 Edition Listening and Speaking Administration Training

This year, the Listening and Speaking Training is being offered in a two-hour AND a three-hour version. Qualified examiners who **did not** attend CELDT Listening and Speaking Training last summer or fall are **required** to attend a three-hour session. Examiners who **did** attend CELDT 2007-08 Listening and Speaking Training are **not** required, but are welcome, to attend either version. The three-hour sessions are designed for *inexperienced* EL Coordinators and examiners and those who did not attend training last year. The two-hour sessions are for more experienced, previously trained staff. All ELSTs and site EL Coordinators are **required** to attend one of the Listening and Speaking Trainings.

2. CELDT 2008-2009 Edition Reading/Writing/Test Coordination Training

All ELSTs and EL Coordinators and anyone who will be **scoring** the Writing portion of the CELDT are **required** to attend this training. Participants will then be able to conduct an abbreviated training at their own site for others who will be administering (but not scoring) the Writing portion. They also will be able to provide site training for administering **and** scoring the Reading portion.

PAYMENT FOR, AND STAFFING OF, CELDT EXAMINERS

- A. If a school wishes to contract with and pay CELDT-trained educators who are former or current employees of the district, arrangements for compensation are the responsibility of the school principal. Funds in Budget Resources 72500, 70900, and 70910 may be used for this purpose. A brief description of these budget resources is provided below.
 - i. 72500 (SBCP) : School-Based Coordinated Program – *Exists when a site chooses to combine its categorical funding resources.*
 - ii. 70900 (EIA/SCE): Emergency Immigration Act/State Compensatory Education – *to be used for Educationally Disadvantaged Youth, which includes ELs.*
 - iii. 70910 (EIA/LEP): Emergency Immigrant Act/Limited English Proficient – *to be used for English Learners only.*
- B. Participants in the training who are non-management and non-charter regular district employees will be paid by OLA at the applicable (certificated or classified) hourly workshop participation rate for time spent beyond their regular working hours. **OLA will NOT pay non-district, temporary, retired, or casual employees (including substitutes) for attending training. Payment for such personnel is the responsibility of the site.**
- C. If you plan on using additional staff (e.g., temporary, casual, retired, volunteer, etc.) to assist in administering the CELDT in the fall, you will need to contact them and ensure they register to attend training this summer. **Unless such persons are volunteers, you will be expected to use site funds to pay all such casual, retired, or temporary employees for attending training and assessing students.**
- D. Human Resources recommends paying certificated non-district, temporary, retired, or casual employees at the Non-Classroom Hourly rate (currently \$30.57) for assessing students. Classified non-district, temporary, retired, or casual employees should be paid at their appropriate “Regular Time” hourly rate for assessing students. Such certificated and classified employees should be paid the applicable hourly workshop participation rate for attending training. *All questions related to processing and paying temporary, casual, and retired employees should be directed to the Human Resource Services Division.*

Questions about CELDT training may be directed to the OLA CELDT Hotline:
(619) 725-7280. Thank you for your support in ensuring proper administration of this
important assessment.

Debra Dougherty
Program Manager
Office of Language Acquisition

APPROVED:

A handwritten signature in black ink, appearing to read "Geno Flores". The signature is written in a cursive style with a large initial "G" and "F".

Geno Flores
Deputy Superintendent

DD:ks

Attachments (3)

**CELDT 2008-2009 Listening and Speaking Training
Schedules and Registration Form**

Please complete the "participant information" section for each participant, and (4) **fax** the page to Kathy Siverio at (619) 686-6772. Questions? Call the district CELDT Hot Line at (619) 725-7280.

***Location For All Training: Zamorano Professional Development Center.
See Attachment C for driving directions***

July 2008								
Session #	For	Date	Time		Session #	For	Date	Time
101N	New Examiners	Tues. July 8	9-12		109N	New Examiners	Tues. July 22	9-12
102N	New Examiners	Tues. July 8	1-4		110N	New Examiners	Tues. July 22	1-4
103E	Experienced Examiners	Thurs. July 10	9-11		111E	Experienced Examiners	Wed. July 23	9-11
104N	New Examiners	Tues. July 15	9-12		112N	New Examiners	Thurs. July 24	9-12
105E	Experienced Examiners	Tues. July 15	1-3		113E	Experienced Examiners	Thurs. July 24	1-3
106E	Experienced Examiners	Wed. July 16	1:30-3:30		114N	New Examiners	Tues. July 29	1-4
107E	Experienced Examiners	Thurs. July 17	9-11		115N	New Examiners	Wed. July 30	9-12
108N	New Examiners	Thurs. July 17	12-3		116E	Experienced Examiners	Wed. July 30	1-3
August 2008								
Session #	For	Date	Time		Session #	For	Date	Time
117N	New Examiners	Tues. Aug. 26	9-12		119N	New Examiners	Wed. Aug. 27	1-4
118E	Experienced Examiners	Tues. Aug. 26	1-3		120E	Experienced Examiners	Thurs. Aug. 28	9-11
September 2008								
Session #	For	Date	Time		Session #	For	Date	Time
121N	New Examiners	Wed. Sept. 3	1:30-4:30		124N	New Examiners	Thurs. Sept. 11	9-12
122N	New Examiners	Thurs. Sept. 4	9-12		125N	New Examiners	Tues. Sept. 16	9-12
123N	New Examiners	Tues. Sept. 9	9-12		126N	New Examiners	Tues. Sept. 23	9-12

Name: _____ Requested Session # _____
 School: _____ Position: _____
 E-mail: _____ Home Phone: _____

Confirmations will not be sent out. However, we will contact participants if the requested session is full or has been cancelled. Home phone numbers will be used ONLY if school is closed.

**CELDT 2008-2009 Reading/Writing/Test Coordination Training
Schedules and Registration Form**

Please complete the "participant information" section for each participant, and (4) **fax** the page to Kathy Siverio at (619) 686-6772. Questions? Call the district CELDT Hot Line at (619) 725-7280.

Who is required to attend this training?

All English Learner Support Teachers (ELSTs) and EL Coordinators and anyone who will be **scoring** the Writing portion of the CELDT are **required** to attend this training.

Location For All Training: Zamorano Professional Development Center.

See Attachment C for driving directions.

July 2008					
Session #	Date	Time	Session #	Date	Time
R/W 201	Wed. July 9	9-12:30*	R/W 204	Wed. July 23	12-3:30
R/W 202	Thurs. July 10	12-3:30	R/W 205	Tues. July 29	8:30-12
R/W 203	Wed. July 16	9-12:30*	R/W 206	Thurs. July 31	12-3:30
August 2008					
Session #	Date	Time	Session #	Date	Time
R/W 207	Wed. Aug. 27	8:30-12	R/W 208	Thurs. Aug. 28	12-3:30
September 2008					
Session #	Date	Time	Session #	Date	Time
R/W 209	Wed. Sept. 3	9-12:30*	R/W 211	Wed. Sept. 10	9-12:30*
R/W 210	Thurs. Sept. 4	1-4:30			

***When school is in session, the entrance and exit for the Zamorano parking lot is CLOSED Monday through Friday from 7:30 - 8:00, and also on Wednesdays from 11:50-12:20.**

Name: _____	Requested Session # _____
School: _____	Position: _____
E-mail: _____	Home Phone: _____
<i>Confirmations will not be sent out. However, we will contact participants if the requested session is full or has been cancelled. Home phone numbers will be used ONLY if school is closed.</i>	

Driving Directions to P.D. Center at Zamorano



Professional Development Center
(on the Zamorano Elementary School Campus)
2655 Casey Street, San Diego, 92139
(619) 267-8007



Directions to Zamorano:

Hwy 805 to Hwy 54 East. Exit Woodman Street. At the top of the exit ramp, turn left at the light. Continue on Woodman to Wattle Drive and turn right. Turn left at the corner - Casey Street. Enter the school parking lot on your right.

Directions upon arriving at Zamorano:

- Enter school parking lot.
- Turn left and drive to the far north end.
- Look for sign "Literacy Professional Development Center" on portable buildings.
- Park at the far north end of the parking lot near the PD Center.

Important Notes

- The parking lot may be closed for student arrival and/or dismissal and, if closed, you must park on the street.
- PLEASE TAKE NOTE OF SIGN POSTED AT THE ENTRANCE OF THE PARKING LOT ANNOUNCING TIMES ENTERING/EXITING IS PROHIBITED! Park on the street if you will have a conflict.
- When students are present, vehicles are to and proceed with maximum caution. Drivers are to follow instructions of safety patrol officers and school staff members.

