

SUBJECT: CELDT March 2017 Monthly Update
DATE SENT: February 24, 2017



EDUCATIONAL
DATA SYSTEMS

**Upcoming Dates and Deadlines for
March 2017**

Please mark your calendar!

Monday, March 13–Saturday, April 1

**2017–18 Edition Superintendent’s Designation of CELDT District Coordinator Submission
Window Opens**

Districts have until Saturday, April 1, to submit a request for the 2017–18 Edition Superintendent’s Designation of CELDT District Coordinator and have the superintendent approve the designation. Educational Data Systems must have this approval in order to ship the 2017–18 Edition Initial Order of test materials. The request for superintendent approval is available by accessing the secure District Portal and selecting the *2017–18 Edition Superintendent’s Designation Request* link.

Monday, March 13–Friday, March 31

2017–18 Edition Initial Ordering Window Opens

Districts must submit an Initial Order of test materials during this window to receive the shipment in May/June. To place an order, log on to the secure District Portal and select the *Order Management* link.

Thursday, March 23–Thursday, March 30

2017–18 Edition Scoring Training of Trainers (STOT) Workshops

There are five STOT workshops planned for the month of March. To register staff for a workshop, log on to the secure [District Portal](#) and select the *Scoring Training of Trainers (STOT) Workshops* link.

Date	Day	Location
March 23	Thursday	Sacramento
March 27	Monday	Costa Mesa
March 28	Tuesday	San Diego
March 29	Wednesday	Riverside
March 30	Thursday	Burbank

Friday, March 24

2016–17 Edition Data Review Module (DRM) Window Closes

This is the last day to review and correct errors in data from tests administered during the Annual Assessment (AA) Window. To review and correct errors in data, log on to the secure [District Portal](#) and select the *Data Review Module (DRM)* link.

2017–18 Edition STOT Moodle Training Site Opens

Each district will be issued a unique enrollment key for access to the secure CELDT Moodle Training Site. To obtain your unique district enrollment key, log on to the secure District Portal, select the *Scoring Training of Trainers (STOT) Workshops* link, and then select the *District Moodle Key* link.

Friday, March 31

Last Day to Request a Scorable Pickup Online for March

To schedule a scorable pickup for 2016–17 Edition test materials, log on to the secure [District Portal](#) and select the *Request a Pickup* link.

Did You Know?

- There will be seven 2017–18 Edition Scoring Training of Trainers (STOT) Workshops held in the months of March and April. CELDT District Coordinators may register staff for these or other upcoming regional workshops by logging on to the secure [District Portal](#) and selecting the *STOT Workshops* link.
- The CELDT 2017–18 Edition is for Initial Assessment (IA) students only. The estimated quantities in the Web ordering application are based on the number of IA students returned for the July–October 2016 administration months.
- Staff who attend a STOT workshop and plan to facilitate a regional workshop, open to surrounding districts and/or independent charter schools, may post the workshop details and dates on the Regional Workshops Web page. To post a workshop to this page, download the *CELDT 2017–18 Edition Web Posting for Regional Workshops* form from the [2017–18 Regional Workshops List](#) Web page.

Additional information about the topics included in this e-mail is available on the CELDT Web site at <https://www.celdt.org/>. To view important dates and deadlines for test administration activities, workshops, and reporting activities, access the [CELDT Calendar](#) Web page of the CELDT Web site. For further inquiries, please contact the CELDT Customer Support Center by phone at 866-850-1039 or by e-mail at support@celdt.org.

Sincerely,

CELDT Project Team
Educational Data Systems

Note: Please do not send a reply to this e-mail message as this e-mail address is not monitored. If you have further questions, please contact the CELDT [Customer Support Center](#).