



**AERIESCON**  
S p r i n g 2 0 2 4

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# 660-2 Managing English Language Data For Students

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**Data are just summaries of thousands of stories-  
tell a few of those stories to help make the data  
meaningful.**

**-Chip and Dan Heath**



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# Expected Outcomes

**01** Identifying all Aeries tables that house student language data required in CALPADS

**02** Identifying fields that are populated in Aeries by TOMS and CALPADS

**03** Importing data from TOMS or CALPADS to populate specific fields

**04** Managing the ELD Roadmap between Aeries and CALPADS for proper EL identification

**05** Changing the required student data to match ELPAC results

**06** Accessing PDF copies of student test scores

**07**

**08**



## **What are the benefits of correct EL data?**

- Best personalized services to students
- Improve communication among stakeholders
- Accurate coding is necessary for online testing
- Fewer CALPADS fatal errors
- District and school state accountability
- Funding, funding, funding!!!



Aeries strives to stay abreast of changes with State Reporting business rules as they are shared with SIS Vendors and our customers by FCMAT/CSIS, CALPADS and/or other State Reporting agencies.

Aeries would like to emphasize it is the LEA's responsibility to stay up-to-date with State Reporting updates and Aeries Software revision updates to ensure accordance with reporting elements, and access to any new fields or changes in Aeries due to State Reporting requirement changes.

LEAs should not solely rely on the contents of Aeries CALPADS presentations, as the rules and regulations on the following topics have the potential to change at any time.



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# If it's Green — Don't Guess

## California Longitudinal Pupil Assessment Data System

The screenshot displays the Aeries software interface for a student named Allan (A.J.) Abbott. The interface is divided into several sections: Demographics, Residence and Mailing Address, Parent/Guardian, and Student Contact Info. The Demographics section includes a table with columns for Student ID, Last Name, First Name, Middle Name, Suffix, Gender, and Grid. The Residence and Mailing Address section includes a table with columns for Grid Code, ResSchl, IntDist, ResDist, IntDist Exp Dt, and Name Addr Ver. The Parent/Guardian section includes a table with columns for Name, Ed Lvl, Telephone, and Etn. The Student Contact Info section includes a table with columns for Student's Email, Student's Mobile, and Notification Pref. The interface also features a navigation menu on the right side with options like Account Settings, Change Password, and Log Out. A red arrow points to the 'Grid' column in the Demographics table, which is highlighted in green. A yellow warning message states 'Some features are not available on the demo server.'

Student ID	Last Name	First Name	Middle Name	Suffix	Gender	Grid
99400001	Abbott	Allan	James		Male	12
Stu#	Last Alias	First Alias	Middle Alias		Birth Verif	Status
1		AJ			Hospital Certificate (2)	Active

Grid Code	ResSchl	IntDist	ResDist	IntDist Exp Dt	Name Addr Ver
228	Screaming Eagle High School (994)				8/28/2022

Parent/Guardian	Telephone	Etn	Student Contact Info
Name: M/M A Abbott	Primary: (777) 555-9448		Student's Email: student@series.com
Ed Lvl: Some College (12)	Father Work - Adam A: (777) 555-7537		Student's Mobile:
	Stepmother Mbi - Sar: (777) 569-1498		Notification Pref:

Prog	Alt Prg 1	Alt Prg 2	US School Age 3 & Up	US School K-12	Dist Enter Dt	Sch Enter Dt	Sch Leave Dt	9th Grade Entry Year	Cohort
Regular Program				1/1/2013	9/5/2017	9/5/2020		2018-2019	2021-2022

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# Aeries Tables that house student language data required for CALPADS

Aeries Field Name	Aeries Table.Field	CALPADS FldNum	CALPADS Name	Comment
IFEP Date	LAC.IFD	12.14	English Language Acquisition Status Start Date	This field must be populated for every student who has a Language Fluency code of "I-FEP".
Start Date	LAC.SD	12.14	English Language Acquisition Status Start Date	This field must be populated for every student who has a Language Fluency code of "English Learner". Do not remove date after student has been Redesignated. Populate LAC.RD1 and keep LAC.SD.
Redesignation Date	LAC.RD1	12.14	English Language Acquisition Status Start Date	This field must be populated for every student who has a Language Fluency code of "R-FEP".
English Language Proficient	LAC.ELP	02.43	Student Proficient or Advanced for ELA Code	This code has been suspended by CALPADS
US School Entry	LAC.USS	02.36	Student Initial US School Enrollment Date. Date CANNOT be prior to Kindergarten start date.	Students born outside the US must have this field populated. Also students with ELA Status of EL must have it populated.
ELAS Code	LAC.EAC			CALPADS ELAS information. Populated from the Aeries SELA import or the SSID Import process. Informational only.
ELAS Date	LAC.EAD			CALPADS ELAS information. Populated from the Aeries SELA import or the SSID Import process. Informational only.
ADEL Date	LAC.AES	12.14	English Language Acquisition Status Start Date	Adult English Learner Start Date (LAC.AES) must be populated for Adult EL students (aged 22 or older). See: CALPADS SELA Import

<https://support.aeries.com/support/solutions/articles/14000070400-calpads-in-aeries-basics-language-assessment>



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# Aeries Tables that house student language data required for CALPADS

IF IT'S GREEN DON'T GUESS

**Aeries** Student Information System

2023-2024 Flex Soaring Eagle High School

admin

Search students...

Pages Reports Favorites

Filter Pages...

Language Assessment

Alex (AJ) Abbott

Correspondence Language: 00 | English Reporting Language: 01 | Spanish Language Fluency: R | Redesignated US School < 3 Years:

General State Test Test History Other Waivers Dual Language Immersion

Tests	Date	Name	Overall		OralLng		WrittenLng		Listen		Speak		Read		Write		Language Designation
			Level	Score	Level	Score	Level	Score	Level	Score	Level	Score	Level	Score			
English:	3/12/2024	ELPAC	4	1595	3	1514	4	1675	3	0	2	0	3	0	2	0	-
Spanish:		-	0	0	0	0	0	0	0	0	0	0	0	0	0	0	-
Other:		-	0	0	0	0	0	0	0	0	0	0	0	0	0	0	-

Home Language Survey

First	at Home	Primary	by Adults	Survey Completed Date	Source
01- Spanish	00- English	01- Spanish	01- Spanish		

Initial ELPAC Result

Initial Date	Initial Fluency

ELPAC Electronic Test Results

Important Dates

US Entry	US School Age 3 & Up	US School K-12	CA School	District Entry	School Entry
1/1/2013		1/1/2013	1/1/2013	09/05/2017	09/05/2020

English Learner Program

EL Start Date	EL End Date	Yrs in Prgm	YPCalc Date	Program	Curr Lang Des	Lang of Inst	Eng Class Elig	Srvcs Rcvd
9/5/2017		6	9/14/2023	-	-	-	-	330- English Language Development (ELD)

Reclassification Information

Reasonable Fluency Dt	RFEP Date	Code	30 Day	Code	180 Day	Code	1 Yr	Code	2 Yr	Code	3 Yr	Code	4 Yr	Code
	9/9/2021													

Other Information

Birth City	State	Country	ELAS Code	ELAS Date	LTEL	Years EL	IFEP Date	ADEL Date
Hermosillo	Sonora	Mexico				0		



# Code Translations

The **Student Language Fluency (STU.LF)** codes must be translated to valid CALPADS codes on the **CALPADS Extracts** page, **Code Translations Tab**, **Code Set Language Fluency**.

CALPADS Extracts

Please verify all your settings: Other Options, Other Extracts, Code Value Translations, and Schools Info

Enrollment Update

Identifiers

ODS Reconciliations, SELA Import

Fall 2

EOY

Direct Certification

Other Extracts

Other Options

Code Translations

Code Set: Language Fluency (STU.LF)

Aeries		CALPADS	
Code	Description	Code	Description
 E	English Only	EO	English Only
 I	Initially Fluent	IFEP	Initial Fluent English Proficient
 L	English Learner	EL	English Learner
 R	Redesignated	RFEP	Reclassified Fluent English Proficient
 T	To Be Determined	TBD	To Be Determined

 Add New Record



The following procedures are recommended to maintain the most current ELAS data in Aeries and CALPADS.

- Download the CALPADS **Student English Language Acquisition Status ODS Download** file and import into Aeries to populate the **ELAS Code (LAC.EAC)** and **ELAS Date (LAC.EAD)** fields – SELA IMPORT
- Run the **SELA Conflict** report and review- SELA CONFLICT REPORT
- Create a new SELA file via Aeries and upload to CALPADS – SELA EXTRACT
- The next day, Download the CALPADS **Student English Language Acquisition Status ODS Download** file again and repeat the process. The conflict errors will be reduced after the SELA import and the subsequent SELA files are uploaded to CALPADS.



# SELA IMPORT

The CALPADS SELA file collects Student Language Acquisition Status (ELAS) information. The SELA file should be uploaded to CALPADS for the following situations:

- Upon enrollment of **a NEW student (brand new SSID)** in grades Transitional Kindergarten through twelfth grade. (Student has no existing ELAS records in CALPADS.)
- When a student has a valid change in their ELAS
- When any K–12 student with an ELAS of "TBD" has that status for more than 90 days from the ELAS Start Date.

Districts do not need to update the ELAS of incoming students transferring from another California school whose statuses already exist in CALPADS. Instead, districts should update their student information system with students' ELAS from CALPADS.



# SELA IMPORT

To accommodate this, an import process has been added to Aeries to import student's existing CALPADS Student Language Acquisition Status (ELAS) information. The **SELA Import** process will import CALPADS data into two Aeries **Language** fields.

The data will then be evaluated when creating the Aeries **SELA** extract file. Students with matching data in the LAC.EAC and LAC.EAD CALPADS fields and in Aeries will not be extracted.



# SELA IMPORT PROCESS

The **Import SELA ODS** process will import CALPADS ELAS data into two Aeries fields. The data will then be evaluated when creating the Aeries **SELA** file. Students with matching data in the LAC.EAC and LAC.EAD CALPADS fields and in Aeries will not be extracted.

The screenshot displays the 'CALPADS Extracts' web interface. At the top, a blue banner reads 'Please verify all your settings: Other Options, Code Value Translations, and Schools'. Below this, a navigation menu on the left includes 'Enrollment Update' (highlighted with a yellow box), 'Identifiers', 'CALPADS History', 'Fall 2', 'EOY', 'Direct Certification', 'Other Options', 'Code Translations', 'LTEL Import', 'Schools', and 'Summer ELPAC Testing'. The main content area features tabs for 'SENR', 'SINF', 'SPRG', and 'SELA' (the 'SELA' tab is highlighted with a yellow box and a red arrow points to it). Under the 'SELA' tab, there are two sections: 'SELA Import' and 'SELA Extract'. The 'SELA Import' section contains buttons for 'Select SELA ODS Extract File', 'Load Selected File', 'Update LAC.EAC and LAC.EAD' (with a note: '(an email will be sent when the update process is completed)'), and 'Print SELA Conflict Report'. To the right of these buttons is a yellow callout box with a gear icon and the text: 'Considerations when downloading the SELA ODS file ? Run the "Import SELA ODS" process periodically.' The 'SELA Extract' section contains a button labeled 'Create SELA Extract File' and the instruction: 'Use this button to generate an SELA Extract.'

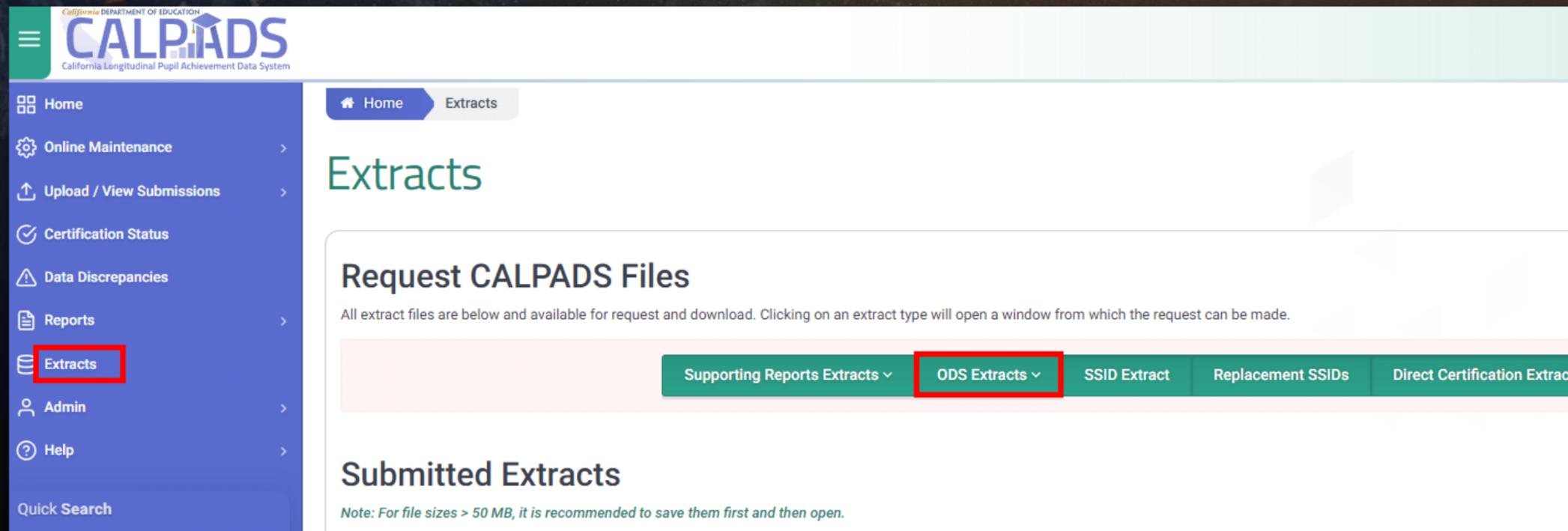


# SELA IMPORT PROCESS

1. Log into CALPADS and download the CALPADS Student English Language Acquisition Status ODS Download file:

•Extracts > ODS Extracts tab > Select record Type of **Student English Language Acquisition Status ODS Download - SELA**

- Request by "**Date Range**" tab, not the "Active Student" tab that defaults.
- Enter an Enrollment Start Date of July 1st that is **10 years** prior to the current school year (i.e. 07/01/####)
- Enter an Enrollment End Date of today.
- Select Schools
- Enter an Extract File Name - Optional
- Click on the "Request File" button



California DEPARTMENT OF EDUCATION  
**CALPADS**  
California Longitudinal Pupil Achievement Data System

Home Extracts

## Extracts

### Request CALPADS Files

All extract files are below and available for request and download. Clicking on an extract type will open a window from which the request can be made.

Supporting Reports Extracts ▾ **ODS Extracts ▾** SSID Extract Replacement SSIDs Direct Certification Extract

### Submitted Extracts

Note: For file sizes > 50 MB, it is recommended to save them first and then open.



# SELA IMPORT PROCESS

2. Retrieve the **Student English Language Acquisition Status ODS Download** files:

- Extracts > Submitted Extracts
- Extract Type **Student English Language Acquisition Status ODS Download**
- Download the files to a location on your hard-drive

The screenshot shows the CALPADS web interface. The left sidebar contains navigation options: Home, Online Maintenance, Upload / View Submissions, Certification Status, Data Discrepancies, Reports, Extracts, Admin, and Help. Below the sidebar is a 'Quick Search' section with input fields for Student (SSID), Staff (SEID), and Job (Job ID). The main content area is titled 'Extracts' and includes a 'Request CALPADS Files' section. Below this is a 'Submitted Extracts' section with a note: 'Note: For file sizes > 50 MB, it is recommended to save them first and then open.' A table lists submitted extracts with columns for Actions, Job ID, and Extract Type. The first row shows 'Student English Language Acquisition Status ODS Download' with a 'Download' button highlighted by a red arrow.

Actions	Job ID	Extract Type
Download		Student English Language Acquisition Status ODS Download
Download		Student Program ODS Download



# SELA IMPORT PROCESS

3. In Aeries, on the CALPADS Extracts form, Enrollment Update, SELA tab:

- Click on the **Select SELA ODS Extract File** and browse to the CALPADS Student English Language Acquisition Status ODS Download file
- Click on the **Load Selected File** button to load the file
- Click on the **Update LAC.EAC and LAC.EAD** button. The data from the CALPADS file will be updated in the two LAC fields:
  - English Language Acquisition Code (LAC.EAC)
  - English Language Acquisition Date (LAC.EAD)

The screenshot displays the 'CALPADS Extracts' interface. At the top, a blue bar contains the text 'Please verify all your settings: Other Options, Code Value Translations, and Schools'. Below this, a sidebar on the left lists various options, with 'Enrollment Update' highlighted. The main content area features a tabbed interface with 'SELA' selected. Under the 'SELA Import' section, three buttons are numbered 1, 2, and 3 in a red box: 'Select SELA ODS Extract File', 'Load Selected File', and 'Update LAC.EAC and LAC.EAD'. A note below the third button states '(an email will be sent when the update process is completed)'. To the right, a yellow box with a gear icon contains the text 'Run the "Import SELA ODS" process periodically.' Below the 'SELA Import' section is the 'SELA Extract' section, which includes the text 'Use this button to generate an SELA Extract.' and a 'Create SELA Extract File' button.



The SELA Import process will import the English Language Acquisition Date (**LAC.EAD**) and English Language Acquisition Code (**LAC.EAC**) from CALPADS into Aeries on the Language Assessment (LAC) page. These fields are available as read only informational fields in the school and district and can only be updated with the Import SELA process.

**Language Assessment**

Alex (AJ) Abbott

Correspondence Language: 00 | English | Reporting Language: 01 | Spanish | Language Fluency: R | Redesignated | US School < 3 Years:

Tests	Date	Name	Overall		OralLng		WrittenLng		Listen		Speak		Read		Write		Language Designation
			Level	Score	Level	Score	Level	Score	Level	Score	Level	Score	Level	Score			
English:	3/12/2024	ELPAC	4	1595	3	1514	4	1675	3	0	2	0	3	0	2	0	-
Spanish:		-	0	0	0	0	0	0	0	0	0	0	0	0	0	0	-
Other:		-	0	0	0	0	0	0	0	0	0	0	0	0	0	0	-

**Home Language Survey**

First	at Home	Primary	by Adults	Survey Completed Date	Source
01- Spanish	00- English	01- Spanish	01- Spanish		

**Important Dates**

US Entry	US School Age 3 & Up	US School K-12	CA School	District Entry	School Entry
1/1/2013		1/1/2013	1/1/2013	09/05/2017	09/05/2020

**English Learner Program**

EL Start Date	EL End Date	Yrs in Prgm	YPCalc Date	Program	Curr Lang Des	Lang of Inst	Eng Class Elig	Srvcs Rcvd
9/5/2017		6	9/14/2023	-	-	-	-	330- English Language Development (ELD)

**Reclassification Information**

Reasonable Fluency Dt	RFEP Date	Code	Follow-Up Dates/Codes												
			30 Day	Code	180 Day	Code	1 Yr	Code	2 Yr	Code	3 Yr	Code	4 Yr	Code	
	9/9/2021														

**Birth Information**

Birth City	State	Country	ELAS Code	ELAS Date	LTEL	Years EL	IFEP Date	ADEL Date
Hermosillo	Sonora	Mexico				0		



The SELA Import should be run at the beginning of the school year before uploading the first SELA file for the year to CALPADS and periodically throughout the year. This will ensure that all students in your database have the most recent CALPADS Student Language Acquisition Status (ELAS) information.



# SELA EXTRACT

The CALPADS ELA data in the new LAC fields will then be evaluated when creating the Aeries SELA file.

English Language Acquisition Reporting

California Department of Education  
**CALPADS**  
California Longitudinal Pupil Achievement Data System

English Language Acquisition Status now reported once initially and then only when status changes

```
graph TD; TBD[TBD] --> IFEP[IFEP]; TBD --> EO[EO]; TBD --> EL[EL]; IFEP --> EO; EO --> IFEP; EO --> EL; EL --> RFEP[RFEP*];
```

\* The initial status may be any status except RFEP, but subsequently only the changes shown above are allowed

<https://support.aeries.com/support/solutions/articles/14000074731-calpads-sela-import-sela-extract>



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# SELA Conflict Report

The **Print SELA Conflict Report** is a report that performs a comparison of the ELAS codes and dates stored in Aeries to the data stored in the CALPADS fields (**LAC.EAC** and **LAC.EAD**).

## Security

Users must have one of the following permissions to run the report:

- 1.Admin User type or
- 2.Administer permissions to the **State Reporting** security area or
- 3.Administer permissions to the **Language Assessment** security area



# SELA Conflict Report

Using the SELA Conflict report and **English Language Acquisition Date (LAC.EAD)** and **English Language Acquisition Code (LAC.EAC)** fields that were imported from CALPADS as a guide, update and correct the data in Aeries.

Then, resubmit a **SELA** extract to CALPADS.

Then bring in a new SELA ODS to Aeries.

Continue this process until your **SELA** extract posts error-free.



# SELA Conflict Report

This report can be found by navigating to the CALPADS Extracts – Enrollment Update – SELA Tab

Or got to REPORTS > Other > SELA CONFLICT REPORT

The following options are available

The screenshot shows the Aeries Student Information System interface. The top navigation bar includes the Aeries logo, the school year (2023-2024), and the school district (Eagle Unified School District). The left sidebar contains a search bar and a list of report categories: Pages, Reports, and Favorites. Under Reports, there is a 'Filter Reports...' dropdown and a list of report types: View All Reports, Aeries Analytics, Attendance, District Assets, Grades, and Other (which is currently selected). Below the sidebar, the 'Run Report' page is displayed, showing the 'Print SELA Conflict Report Report Options' dialog box. The dialog box has a title bar and a green header. It contains two dropdown menus: 'Report Format' set to PDF and 'Report Delivery' set to None. Below these are several checkboxes: 'Include Inactive Students', 'Include Students Without SSID', 'Include Pre-Enrolled Students', 'Skip PS grade Students' (which is checked), and 'Exclude English Only (EO) Students'. At the bottom of the dialog are two buttons: 'Aeries QUERY' and 'Run Report'. The footer of the page shows 'Aeries Web Version 9.23.11.3'.

The screenshot shows the CALPADS Extracts interface. The top section is titled 'CALPADS Extracts' and includes a warning: 'Please verify all your settings: Other Options, Code Value Translations, and Schools'. Below this is a navigation menu with 'Enrollment Update' selected. Under 'Enrollment Update', there are several sub-sections: Identifiers, CALPADS History, Fall 2, EOY, Direct Certification, Other Options, Code Translations, LTEL Import, Schools, and Summer ELPAC Testing. The 'SELA' tab is highlighted. The 'SELA Import' section contains three buttons: 'Select SELA ODS Extract File', 'Load Selected File', and 'Update LAC.EAC and LAC.EAD' (with a note: '(an email will be sent when the update process is completed)'). A red arrow points to the 'Print SELA Conflict Report' button. The 'SELA Extract' section contains a button: 'Create SELA Extract File'. A yellow callout box with a gear icon says: 'Run the "Import SELA ODS" process periodically.' The footer of the page shows 'Copyright © 1995-2023 Aeries Software. All Rights Reserved.'



# SELA Conflict Report

The **CALPADS Information** column will display the information in the new fields that are located on the **Language** form: **ELAS Code (LAC.EAC)** and **ELAS Date (LAC.EAD)**

The **Aeries Information** column will display the **Aeries Language Fluency codes (STU.LF)** and the various dates depending on the **STU.LF** code:

- **LAC.SD** for English Learners,
- **LAC.RD1** for Redesignated students,
- **LAC.IFD** for Initially Fluent students,
- **LAC.AES** for Adult EL students (aged 22 or older),
- Enrollment date for English Only students

The report can be run at any time to verify the student Language information

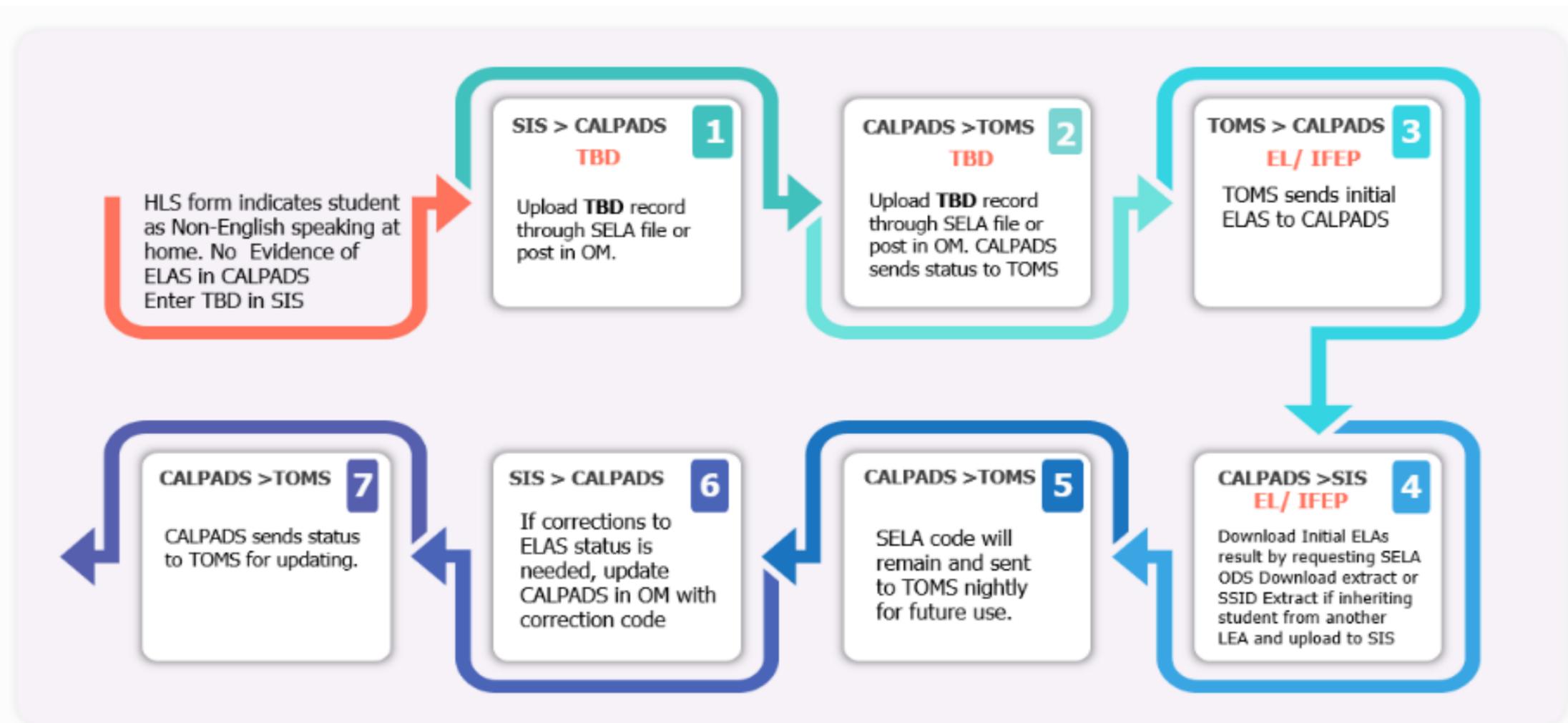
Eagle Unified School District										11/30/2015
2015-2016		SELA Conflict Report						Page 1		
Screaming Eagle High School										
Stu ID	Student Name	SSID	Sex	Grade	CALPADS Information		Aeries Information			
					LAC.EAC	LAC.EAD				
99400002	Abdelnour, Alice	0099400002	F	15	RFEP	07/15/2015	RFEP	09/10/2015 (LAC.RD1)		
Errors: 1. Aeries date after CALPADS date										
99400003	Abdo, Alice A	0099400003	F	10	RFEP	07/01/2009	EO	(enrollment date)		
Errors: 1. CALPADS ELAS code has incorrect hierarchy										
99400008	Abesamis, Tatiana J	0099400008	F	9	EL	07/15/2015	EO	(enrollment date)		
Errors: 1. CALPADS ELAS code has incorrect hierarchy										
99400010	Abo, Kyle	0099400010	M	15			EO	(enrollment date)		
Errors: 1. No ELAS code in CALPADS but Aeries has code										



# To Be Determined (TBD)

## ELAS Data Flow

Here is a diagram detailing a non-english speaking student's elas status determination from home language survey to initial ELPAC testing and final ELAS status.



# Initial ELPAC Testing

## Populating TOMS with Initial ELPAC Students

Per CALPADS Update Flash # 138, CALPADS now generates a nightly extract of students with an English Language Acquisition Status (ELAS) of "To Be Determined" (TBD) and the corresponding students' enrollment record to the Test Operations Management System (TOMS). The testing vendor maintains an "Initial Eligible Student List" which is viewable by the LEAs and lists all students who should be tested with the Initial ELPAC.

Summer ELPAC Testing:

<https://support.aeries.com/support/solutions/articles/14000091606-initial-elpac-testing-procedures>

Initial ELPAC Testing Procedures Documentation:

<https://support.aeries.com/support/solutions/articles/14000091606-initial-elpac-testing-procedures#top>

CALPADS Extracts

Please verify all your settings: Other Options, Code Value Translations, and Schools

Enrollment Update

Identifiers

ODS Reconciliations, SELA Import

Fall 2

EOY

Direct Certification

Other Options

Code Translations

LTEL Import

Schools

Summer ELPAC Testing

**i** You will need a KEEP / SKIP for these processes. Otherwise, all students will be included.

**\***

- Each of these processes will evaluate the selected schools to check if attendance (ATT) has been initialized.
- If ATT has not been initialized, it is assumed that the processing is taking place in the current year, before the school starts. The school calendar will be used where needed.
- If ATT has already been initialized, the process will use the Next School (STU.NS), Next Grade (STU.NG), Next Program (STU.NSP) and Next Year Start Date (LOC.NSD) fields as needed.

- Schools with ATT Initialized: 894,900,901,902,990,994,995,996,997,
- Schools without Next Year Start Date: 884,894,900,901,902,990,991,992,993,994,995,996,997,
- Schools without Calendar: 992,
- Number of Student records with Invalid Next School (0, non-reportable schools): 13039
  - The students included in the count above will not be extracted

Create SSID Request File (SENR)

Create Student Enrollment File (SENR)

Create SELA Extract for TBD Students

ELAS Suggested Date: 09/21/2021

**\*** In order to accommodate summer ELPAC testing to the TOMS Local Scoring Tool (LST), the following criteria needs to be met to be included in the SELA TBD extract:

- Student has a SSID
- Student Home Language (STU.HL) is other than English
- Student Language Fluency (STU.LF) is translated to "TBD"
- Student ELAS code (LAC.EAC) is blank

For more information, read [CALPADS Extracts - Summer ELPAC Testing Tab](#)



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# Initial ELPAC Testing

## Populating TOMS with Initial ELPAC Students

### After the School Year has Started

Once the school year has started the normal procedure for uploading the Student English Language Acquisition (**SELA**) file can be used to identify the new "To Be Determined" students in CALPADS.

The following must be completed to have TBD students extracted in the SELA file:

- An SSID Identifier Request has been imported for the new students in the new year database. This process creates an enrollment SENR record in CALPADS for the new school year.
- The student must have a "TBD" code in the **Student Demographics Language Fluency** field (**STU.LF**).
- The **STU.LF** code must be translated to the valid CALPADS "TBD" code in the **CALPADS Code Translation** form.



# Initial ELPAC Testing

## Importing Initial ELPAC (IELPAC) Scores into Aeries and Updating the TBD Students

The LEA can administer the Initial ELPAC test after the student's record is available in TOMS. The Local Scoring Tool (LST) in TOMS will produce scores, performance levels, an English Language Acquisition Status (ELAS) of EL or IFEP, and a Date Testing Completed. This information can be downloaded by the LEA and the score information can be imported into Aeries through the **Import Test Results** page.

Please see the [Test Specific Information - Initial ELPAC](#) article for detailed instructions on how to import this test data.



# ELPAC SCORES

Districts will download a .zip file that contains both a text (.dat) file and a caret-delimited (.csv) file from the testing vendor. The **Import Test Results** page has been programmed to import the caret-delimited (.csv) file.

**NOTE:** The data file must be in the format defined in the **ELPAC Student Data File Layout** found on the [ELPAC Test Administration Score Reporting](#) website. Only the **LEA ELPAC Coordinator** has the necessary permissions in the **TOMS** site to download the **Student Score Data Extract**.

The correct file, **Summative Student Score Data Extract** can only be downloaded by the **LEA ELPAC Coordinator** from within **TOMS**.

For more information on finding the correct ELPAC Student Score data file please see the [Downloading ELPAC and IELPAC scores from TOMS](#) article.

The screenshot shows the TOMS web interface for 'Initial ELPAC Reports'. The user is logged in as 'LEA ELPAC Coordinator'. The navigation menu includes 'Organizations', 'Users', 'Students', 'Admins', 'Orders', 'Credentialing', 'STAIRS', 'Audio', 'Resources', 'Links', and 'Reports'. The 'Initial ELPAC Reports' section is active, showing a list of available reports. The 'Initial ELPAC Student Score Data Report' is highlighted in the dropdown menu. Below the list, there are fields for 'Organization' (with a search icon and a value of '0000000'), 'Administration Year' (set to '2020-21'), and 'Report Type' (set to 'By Enrolled LEA'). A 'REQUEST NEW REPORT' button is visible at the bottom right.



# ELPAC SCORES

Helpful Video on how to upload ELPAC Test Scores:

<https://support.aeries.com/support/solutions/articles/14000090220-elpac-import-test-results-video>

Navigate to **School Info > Imports and Exports > Import Test Results**

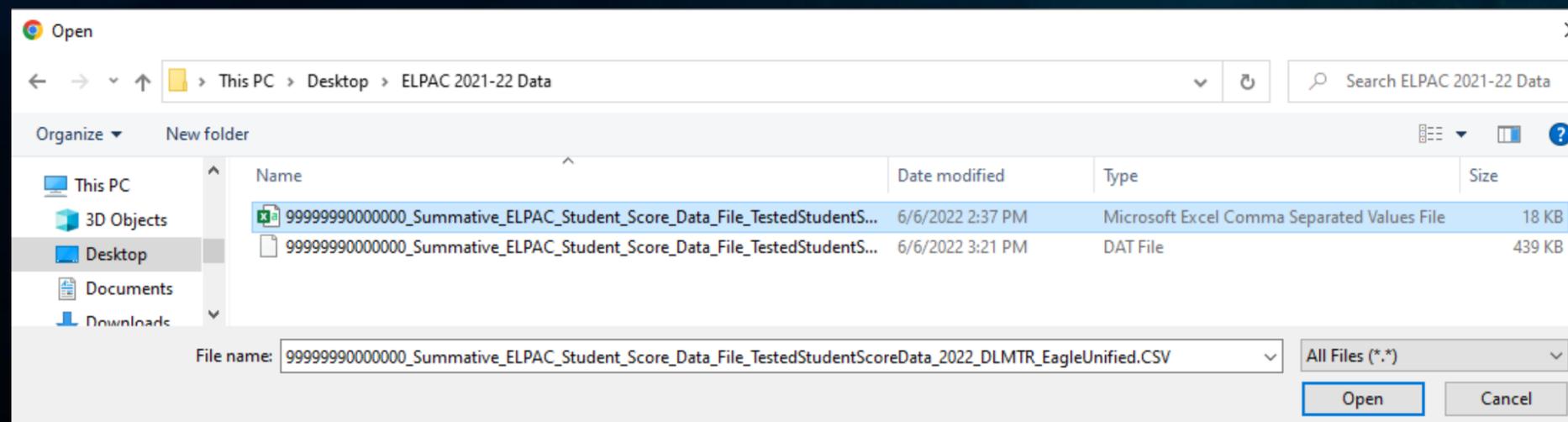
The **Import Test Results** process will add any new ELPAC test parts into the Testing Control (**CTL**) table when the ELPAC data is uploaded into Aeries.

Select the **ELPAC Test Results** file layout to import the ELPAC student results. When deciding which year file layout to use, select the file layout from the school year in which the results were downloaded, rather than the school year in which the test was taken.

Click on the **Select File(s) to Load** button, select the .csv file, and click on **Open**. Then continue to load and match the records

1. Select the test/layout you want to import (Only Show Current Layouts ):

ELPAC Test Results - SY:2022/23



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# ELPAC SCORES

The **Default Date** for the ELPAC test results is not necessary as all records have testing dates. The **Testing Administration** for the test results is **MMYY** where **MM** is the month of the **Testing Completed Date** and **YY** is the year of the **Testing Completed Date**. They will be loaded into each student's TST record.

**NOTE:** We do not recommend updating the Default Date or Testing Administration, especially when import test records from prior administrations.

1. Select the test/layout you want to import (Only Show Current Layouts <input checked="" type="checkbox"/> ):	Default Date*: <input type="text" value="03/09/2022"/>
<input type="text" value="SAT Test Results - SY:2019/20 - 2022/23"/>	
2. Select the test results file to load into temporary storage:	Testing Administration*: <input type="text" value="2022"/>



# ELPAC SCORES

The **Student State ID** is the primary identification in the **ELPAC Student Results** data files. It should be the first method used for matching students.

### Match Options

To reorder the options, drag and drop

↕	<input checked="" type="checkbox"/> State ID
↕	<input type="checkbox"/> Permanent ID
↕	<input type="checkbox"/> Last Name, First Name, Birth Date



# ELPAC SCORES

Click on the **Print Unmatched Students** button to print a report listing any students that were not able to be matched.

Eagle Unified School District							5/26/2023
2022-2023		ELPAC Test Results - Unmatched Students				Page 1	
Student ID	Match To	First Name	Last Name	Grade	Birthdate	School Code	
990001		Darren	Butler	00	07/02/2017	99999999999990	
9900010		Sarah	Burry	04	10/10/2017	99999999999990	

The **Edit** button to the left of the test record can be used to manually match test records to students that may not have been matched during the match process or that may have been matched to an incorrect student. Please see the [Import Test Results](#) article for detailed instruction on how to do this.

ID	SSID	SC	SN	Last Name	First Name	Middle Name	Birth Date	Status
99400030	0099400030	994	30	Aguilar	Allan		7/25/2006	
99300011	0099300011	993	11	Aguilar	Craig	C	5/24/2009	
99000003	0099000003	990	3	Aguilar	Jonathan	Daniel	7/16/2009	
99400031	0099400031	994	31	Aguilar	Joshua	Alejandro	10/2/2008	*
99200003	0099200003	992	3	Aguilar	Joshua	Daniel	7/15/2010	
99601099	0099601099	996	2388	Aguilar	Kane	Jovanni	8/14/2012	
99300012	0099300012	993	12	Aguilar	Kiera	K	6/24/2009	



# Initial ELPAC Testing

As the Initial ELPAC scores are imported into the Test Scores (TST) table, the Language Assessment Initial Fluency (LAC.ITF) and Initial Fluency Date (LAC.ITD) fields are also populated with the ELAS and Date Testing Completed provided in the student results file.

The LEA will need to update the student's Language Fluency (STU.LF) from TBD to the new Initial Fluency (LAC.ITF) value and the Language Assessment Program Start Date (LAC.SD) or the Language Assessment Initial Fluent English Proficient Date (LAC.IFD) to the Initial Fluency Date (LAC.ITD). The data can be updated by hand or through a change query.

The screenshot shows the Aeries Student Information System interface for a student named Alex (AJ) Abbott. The page is titled "Language Assessment" and includes a navigation menu on the left with categories like Programs, Reports, and Favorites. The main content area is divided into several sections:

- Language Assessment Header:** Shows "Correspondence Language: 00 | English", "Reporting Language: 01 | Spanish", and "Language Fluency: R | Redesignated" (highlighted with a red box).
- Test Scores Table:** A table with columns for Tests, Date, Name, Overall Level and Score, OralLng Level and Score, WrittenLng Level and Score, Listen Level and Score, Speak Level and Score, Read Level and Score, Write Level and Score, and Language Designation. The English test on 3/12/2024 shows a score of 1595.
- Home Language Survey:** A table with columns for First, at Home, Primary, by Adults, Survey Completed Date, and Source. It shows "01- Spanish" for the primary language.
- Important Dates:** A table with columns for US Entry, US School Age 3 & Up, US School K-12, CA School, District Entry, and School Entry. US Entry is 1/1/2013, and District Entry is 09/05/2017.
- English Learner Program:** A table with columns for EL Start Date, EL End Date, Yrs in Prgm, YPCalc Date, Program, Curr Lang Des, Lang of Inst, Eng Class Elig, and Svcs Rcvd. The EL Start Date is 9/5/2017 (highlighted with a red box).
- Reclassification Information:** A table with columns for Reasonable Fluency Dt, RFEP Date, Code, 30 Day, Code, 180 Day, Code, 1 Yr, Code, 2 Yr, Code, 3 Yr, Code, 4 Yr, and Code. The RFEP Date is 9/9/2021.
- Other Information:** A table with columns for Birth City, State, Country, ELAS Code, ELAS Date, LTEL, Years EL, IFEP Date, and ADEL Date. The ELAS Code and ELAS Date are highlighted with a yellow box, and the IFEP Date is highlighted with a red box.



# Uploading TST to LAC ELPAC SCORES

Student Data ^

Programs ^

Language Assessment

School Info ^

Functions ^

**Language Assessment Management**

2020-2021 | Screaming Eagle High School

Language Assessment Management

Functions

**Copy ELPAC Scores To LAC** Copy Most Recent ELPAC Scores From TST To LAC  
Last Run:

Calculate Years in Program For ALL Students Calculate Years in Program For All Students  
Last Run:

2023-2024 | Flex Soaring Eagle High School

Language Assessment

Alex (A) Abbott

Correspondence Language: 00 | English Reporting Language: 01 | Spanish Language Fluency: L | English Learner US School < 3 Years:

General State Test Test History Other Waivers Dual Language Immersion

Tests	Date	Name	Overall		OralLng		WrittenLng		Listen		Speak		Read		Write		Language Designation
			Level	Score	Level	Score	Level	Score	Level	Score	Level	Score	Level	Score			
English:	12/2/2019	CELDT	0	0	0	0	0	0	0	0	4	562	0	0	0	0	-
Spanish:		-	0	0	0	0	0	0	0	0	0	0	0	0	0	0	-
Other:		-	0	0	0	0	0	0	0	0	0	0	0	0	0	0	-



# State Electronic Score Report Notifications and Management

## Overview for State Electronic Score Report Notifications and Management

<https://support.aeries.com/support/solutions/articles/14000101186-overview-for-state-electronic-score-report-notifications-and-management>

## Security for State Electronic Score Report Notifications and Management

<https://support.aeries.com/support/solutions/articles/14000101187-security-for-state-electronic-score-report-notifications-and-management>

## Configure Electronic Score Report Processing

<https://support.aeries.com/support/solutions/articles/14000101188-configure-electronic-score-report-processing>

## Electronic Score Report Manager

<https://support.aeries.com/support/solutions/articles/14000101189-electronic-score-report-manager>



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# State Electronic Score

- Must be set up with codes from TOMS in the 3<sup>rd</sup> Party System Connection
- Direct connection to ETS (TOMS)
- Allows PDF download of students' Score Report by parents and staff

The screenshot displays the 'State Electronic Test Scores Reports' interface. At the top, there is a navigation bar with 'Home', 'Student Info', 'Attendance', 'Grades', 'Medical', 'Test Scores', and 'Change Student'. Below this, a 'State Electronic Test Scores Reports' section contains a student information form with fields for Permanent ID, State Student ID, Status Tag, Student Number, Grade, Age, Birthdate, Counselor, Language Fluency, CorrLng / RptgLng, and Interdistrict Status. A red arrow points from the 'English' dropdown in the ELPAC section to a preview window of a score report.

The preview window shows the 'ELPAC Student Score Report' for a student in 2017-2018. The report title is 'Grade 10 Results on the English Language Proficiency Assessments for California'. The overall score is 1562, which is in Level 3. A gauge chart shows the score distribution across levels 1, 2, 3, and 4. Below the gauge, there are sections for 'Oral Language Score' and 'Written Language Score'.

CAASPP

Year	Scores available in:
2016	English

ELPAC

Year	Scores available in:
2018	English

The scores will be available for 30 minutes. After that time click [here](#) to reload the information.

ELPAC Student Score Report | 2017-2018  
SUMMATIVE ASSESSMENT | GRADE 10  
Grade 10 Results on the English Language Proficiency Assessments for California  
Overall Score of 1562 is in Level 3.  
Students at this level have moderately developed English skills.

OVERALL SCORE: 1562 | LEVEL 3

2017-2018 Grade 10

Oral Language Score | Written Language Score



# State Electronic Score

**Aeries** Student Information System

2023-2024 Flex Soaring Eagle High School

Search students...

Pages Reports Favorites

Filter Pages...

Grades Guidance Interventions **Test Scores**

Test Details  
**State Test Scores Reports**  
 CAHSEE Scores  
**Test Scores** →  
 Content Standards Scores  
 Testing Exclusions  
 Test Settings  
 College Entrance Req's  
 College Entrance Tests  
 Physical Fitness Tests  
 Medical  
 Scheduling  
 Programs  
 Records Requests  
 Other  
 Multi Student Search  
 Reports  
 Student Wellness Check  
 My Custom Form

Test Scores

Alex (A) Abbott

Print

Limit ID   Show by Test ID and Part  Show Colors  Sort by Date Descending

+ Add New Record

Test ID	Part	Grd Lvl	Testing Admin	Date	Test Description	Raw Score	Scale Score	Oth	Perf Level	Pre Ind	Lexile	Quantile	Type	Source	Copy
<b>Twelfth Grade</b>															
	ELPAC	0	12.0	0324	3/12/2024	Eng. Lang. Prof. Assessm. California	0	1595	0	4	0				<input type="checkbox"/>
	ELPAC	1	12.0	0324	3/12/2024	Oral Language	0	1514	0	3	0				<input type="checkbox"/>
	ELPAC	2	12.0	0324	3/12/2024	Written Language	0	1675	0	4	0				<input type="checkbox"/>
	ELPAC	3	12.0	0324	3/12/2024	Listening	0	0	0	3	0				<input type="checkbox"/>
	ELPAC	4	12.0	0324	3/12/2024	Speaking	0	0	0	2	0				<input type="checkbox"/>
	ELPAC	5	12.0	0324	3/12/2024	Reading	0	0	0	3	0				<input type="checkbox"/>
	ELPAC	6	12.0	0324	3/12/2024	Writing	0	0	0	2	0				<input type="checkbox"/>
<b>Eleventh Grade</b>															
	SBAC	1	11.0	SPRG23	4/22/2023	English Lang Arts /Liter	0	2669	0	3	0			VND	<input type="checkbox"/>
	SBAC	2	11.0	SPRG23	4/29/2023	Mathematics	0	2455	0	1	0			VND	<input type="checkbox"/>
	CELDT	0	11.0	1022	10/28/2022	CA Eng.Lang.Dev. Test	93	625	4	0	0				<input type="checkbox"/>
	CELDT	1	11.0	1022	10/28/2022	List & Speaking	43	0	0	0	0				<input type="checkbox"/>
	CELDT	2	11.0	1022	10/28/2022	Reading	21	584	3	0	0				<input type="checkbox"/>
	CELDT	3	11.0	1022	10/28/2022	Writing	29	599	4	0	0				<input type="checkbox"/>

Test Scores page (scores must be imported)

State Test Scores Reports Page (connection is set up with ETS to retrieve PDF on demand)



# State Electronic Score

## Configure Electronic Score Report Processing

This page allows the district to schedule calls to the ETS server and notify parents with an email address in the Aeries system when new Final score reports are available.

Note: if hosted, Aeries Maintenance window is from 10PM – 12:00AM, do not schedule any processes to run at this time

The screenshot shows the Aeries Student Information System interface. The top navigation bar includes the Aeries logo, a search bar, and dropdown menus for the school year (2021-2022) and district (Eagle Unified School District). The left sidebar contains navigation options: Pages, Reports, Favorites, Filter Pages..., District Settings, School Settings, Student/Parent Alerts, Configure Electronic Score Report Processing (highlighted), Configure Lunch Balance Notifications, Configure Vaccination Requirement, and Course History Institutions. The main content area is titled 'Configure Electronic Score Report Processing' and includes a 'Scheduled Process' section. The process is currently 'Enabled'. The 'Days To Run Process' section has checkboxes for Sunday (unchecked), Monday (checked), Tuesday (checked), Wednesday (checked), Thursday (checked), Friday (checked), and Saturday (unchecked). The 'Time' is set to 12:15 AM. The 'Email Address' field contains 'staff\_1@example.com, staff\_2@example.com'. A 'Run Process Now' button is visible at the bottom of the configuration area.

## Electronic Score Report Processing Successfully Completed



DoNotReply@aeries.com  
To: staff\_1@example.com

Reply Reply All Forward

Sun 6/2/2019 12:27 PM

The Electronic Score Report Processor successfully completed today at 6/2/2019 12:27:15 PM.

- 6 new electronic tests were found
- 10 email notifications were sent to parents/guardians
- 1 manual follow-ups are required



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# Language Assessment

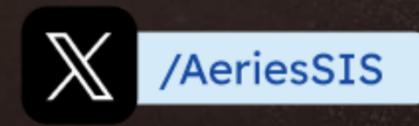
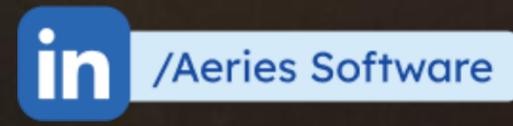
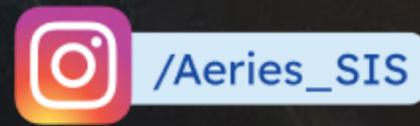
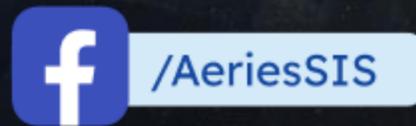
Link to the Documentation on Language Assessment:

<https://support.aeries.com/support/solutions/folders/14000116276>



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# THANK YOU!



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# Feedback:



Session 660-2 Managing EL Data for Students



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