To: All Principals

From: Sibyl St. Clair, Ph.D., Interim Executive Director of the Office of Research, Evaluation, Assessment and Accountability

Date: February 17, 2012

Subject: IN-SERVICE TRAINING: ELPA (English Language Proficiency Assessment)

You and your test coordinator/or Data Specialist are invited to attend an in-service training session on test administration procedures for the ELPA (English Language Proficiency Assessment) Exam. The single training session will be held on Tuesday, February 28, 2012. The session will be held from 3:30 p.m. to 5:00 p.m. Please complete the attached confirmation form and return it by facsimile to the Office of Research, Evaluation, Assessment and Accountability no later than Monday, February 27, 2012. The fax number is 576-0066. NO COVER SHEET IS REQUIRED.

Location:

Harris Building
Auditorium
3700 Pulford
Detroit, MI 48207

Topics will include the following:

- Schedule of Citywide Testing
- Changes for ELPA (English Language Proficiency Assessment)
- Review of the TEST MEMO
- Proper Test Administration Practices and Procedures

Presenters from:

DPS Office of Research, Evaluation, Assessment and Accountability

Thank you for your cooperation in this matter.

Attachment

pc: Karen P. Ridgeway, Superintendent of Academics
Detroit Public Schools
Office of Research, Evaluation, Assessment and Accountability

In-Service Training
ELPA (English Language Proficiency Assessment)

Harris Building
Auditorium
3700 Pulford Street
Detroit, Michigan 48207

Tuesday, February 28, 2012
3:30 p.m. – 5:00 p.m.

In-Service Confirmation

Please complete the information requested below and fax to the Office of Research, Evaluation, Assessment and Accountability No later than Monday, February 27, 2012

NO FAX COVER SHEET REQUIRED -- FAX NUMBER: 576-0066

(Please Print or Type)

School Name: ____________________________________________________________

School Telephone Number: ________________________________________________

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