

THE NEW YORK CITY DEPARTMENT OF EDUCATION

JOEL I. KLEIN, *Chancellor*

OFFICE OF ACCOUNTABILITY • 52 CHAMBERS STREET– NEW YORK, NY 10007

PERIODIC ASSESSMENTS

MEMORANDUM

April 1, 2008

TO: PRINCIPALS OF ALL ELEMENTARY AND K-8 SCHOOLS

FROM: Periodic Assessment Team

SUBJECT: Spring 2008 Administration of the Early Childhood Literacy Assessment System (ECLAS-2)

The Spring 2008 administration of the Early Childhood Literacy Assessment System (ECLAS-2) will take place from April 11 through May 31. Teachers may choose to administer selected components of ECLAS-2 rather than the complete assessment depending upon the grade and literacy development of individual students.

The Spring 2008 ECLAS-2 results may be considered in the Grade 3 promotion appeals process. ***Therefore, we recommend that the ECLAS-2 Kit and the Early Performance Assessment in Language Arts (E-PAL) be administered this spring to all Grade 3 students whose promotion is in doubt.*** This pertains to those 3rd grade students who received *Promotion in Doubt* letters, and any additional students teachers believe are at risk of not meeting promotion criteria.

DELIVERY OF ECLAS-2 KIT MATERIALS

The Office of Accountability will provide all materials that have to be reproduced (listed under Blackline Masters in the *Teacher's Guide*—Spelling, Vocabulary and Writing sheets). Please note that the “*Class Record Sheet*,” the “*Decoding Class Record Sheet*,” and the “*Spelling Class Record Sheet*,” will not be reproduced. Teachers should enter spring information on the same summary sheets as in the fall. It is recommended that a different color ink be used to distinguish between the two administrations.

ECLAS-2 KIT ADMINISTRATION: April 14- May 30

The Spring administration of ECLAS-2 is detailed below and summarized in Attachment #1 to this memorandum.

Kindergarten: The Spring administration of ECLAS-2 is optional for Kindergarten.

Grade 1: The complete Kit should be administered to all students.

Grade 2: Students will be assessed in Reading Accuracy and Comprehension. Any 2nd grade student who does not meet End of Grade 1 benchmarks (Level 4) in Reading Accuracy and Comprehension are to be assessed with the complete Kit.

Grade 3: The ECLAS-2 Kit is optional. However, it is suggested that it be administered to all 3rd grade students because the results may be considered in the appeals process for those students whose promotion is in doubt.

Optional Strand

The Listening and Writing activities are optional at all grades. We suggest that teachers administer this portion of the assessment because it is valuable in preparing students for the Grades 2 and 3 E-PAL assessment and the NYS English Language Arts (ELA) test.

Students to be Assessed

All students, including English Language Learners and Special Education students (based on their IEPs), are to be assessed. In addition, students newly admitted to the NYC public schools in Grades K-3 should be administered the complete Kit.

E-PAL ADMINISTRATION

Grade 2: E-PAL is optional for 2nd grade students. However, all 2nd graders who have mastered Level 5 or higher in the Reading Accuracy and Comprehension activities of the ECLAS-2 Kit can be assessed with the Grade 2 E-PAL.

Grade 3: E-PAL is optional for 3rd grade students. However, the Grade 3 E-PAL is a component of the promotion appeals process for students who did not meet promotional requirements on the NYS English Language Arts (ELA) test administered in January.

DATA COLLECTION AND TIMELINE

ECLAS-2 data will be collected later this spring. E-PAL data will also be collected for those 2nd and 3rd grade students who take the assessment. The data collection documents are to be delivered to schools during the assessment period to streamline the administration and data recording process. The timeline for the Spring administration of ECLAS-2 is as follows:

Beginning March 17	Materials delivered to schools
April 14 to May 30	Administration of ECLAS-2 Kit
Week of April 7	Data Collection documents delivered to schools
May 14 to May 30	Administration of Grades 2 and 3 E-PAL
June 18	ECLAS-2 data collection documents to ISC by noon

ORDERING ECLAS-2 KIT MATERIALS FOR THE 2008-2009 SCHOOL YEAR

Information about ordering ECLAS-2 Kit materials will be provided in Principal's Weekly at a later date.

QUESTIONS

Please email Periodicassessments@schools.nyc.gov or you may call (212) 374-5162 with any questions.

Attachment #1

**ECLAS-2
Spring 2007 Administration**

Kindergarten

April 14 to May 30

Administration is optional.

Grade 1

April 14 to May 30
students.

The Complete Kit should be administered to all

Grade 2

April 14 to May 30

All students are to be assessed in Reading Accuracy and Comprehension. The complete Kit should be administered to students who did not meet the End of Year Grade 1 Benchmarks, Level 4 in Reading Accuracy and Comprehension.

Grade 3

April 14 to May 30

The Spring administration is optional for Grade 3. However, we strongly recommend that the Kit be administered to any student whose promotion is in doubt, because the results may be considered in the appeals process.