

CELLA Communiqué #12

2009 CELLA Interpretive Guide REVISION

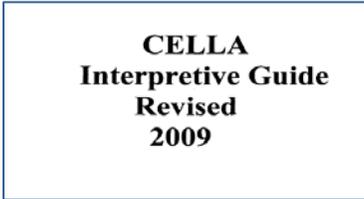
This communiqué provides important information regarding the Revised 2009 CELLA Interpretive Guide that will be distributed to all districts next week. Please carefully read this information.

Revision of 2009 CELLA Interpretive Guide

On Friday, July 10, you were asked to hold any 2009 CELLA Interpretive Guides that you received with your CELLA individual student reports. An incorrect sample score report graphic was displayed in the Guide and it was necessary to replace it and reprint the Guide. Aside from this graphic, all information provided in the Guide is accurate and the change to the graphic does not change any of that information, nor the data provided on the student reports you received. Individual student reports can continue to be distributed but it is necessary to replace all of the Guides you received with the Revised Guide.

Delivery of Revised CELLA Interpretive Guides

Revised Guides will be packaged by school within district with the quantity needed for each school in the same way they were packaged with the score reports. Cartons will be marked with a 3" x 4" white label as shown on the right that reads "CELLA Interpretive Guide Revised 2009." A pallet map will also be provided to you.



**CELLA
Interpretive Guide
Revised
2009**

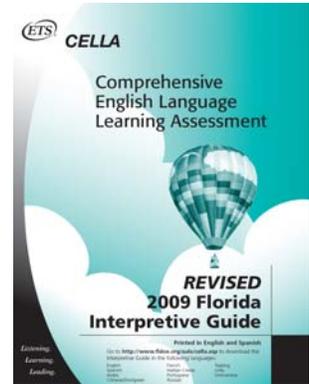
Destroy Previous CELLA Interpretive Guides

The old versions of the CELLA Interpretive Guides with the red cover needs to be destroyed in a manner that renders them inaccessible and unreadable as soon as possible to avoid any confusion.

1. Districts should destroy any copies of the previous version of the CELLA Interpretive Guide with the red cover. Replace the previous versions with the Revised Guide before sending to schools.
2. If it is not feasible to replace the Guides in the cartons of score reports before sending due to volume, please attach a note to the boxes instructing the schools to destroy the Guides with the red cover and replace them with the Revised Guide with the blue-green cover.
3. If you have already distributed the Guides to schools with the schools' score reports, you will need to instruct the schools to disassemble them from any reports not yet sent to students and destroy them. This should be done immediately to avoid any confusion regarding the appropriate version schools should send with score reports.

Distribute Revised CELLA Interpretive Guides

Once your Revised Interpretive Guides are received you can distribute the replacements to the schools. The revised Guide is easily distinguishable from the previous version in two ways: the **cover is printed in blue-blue-green** instead of red and the word "**REVISED**" is included on both the front and back covers (see the sample front cover on the right).



If you have not yet distributed printed student reports to the schools, you should include the Revised Guide with the reports when sending. For schools that have already sent out the existing Guides with score reports, you will need to have them send a copy of the Revised Guide with the blue-green cover to each student who received a copy. Please do not retain copies of the old Guides while you wait for the revised Guides to arrive.

Remember that you only need to send the print version of the 2009 Interpretive Guide to students whose home language is Spanish. This English/Spanish Guide is accessible in PDF form from the CELLA website <http://www.fldoe.org/aala/cELLa.asp>. You can also access translations of the Guide in the 10 most common languages spoken in Florida. All electronic versions of the Guide have been corrected and reposted.