

Classified Employee Selection Materials

CODESP NEWS

CODESP CATS SYSTEM

CODESP's website will not be available due to upgrading to CATS Jan. 27—28.

On Monday, January 31, CODESP members will be allowed to register for CODESP Automated Test System (CATS). There will be a CATS Tutorial available to assist you on the site www.codesp.com under RESOURCES (then click on User Guide). To register your district must designate an administrator who will be authorized to allow other members of your district to access the system. Open the website and click on Current Member Registration. Registration is quick and easy and if you need assistance, please let us know. After we receive your district's registration we will verify it and then allow your administrator access to the secure areas of the site so that he/she may add other district users. Non-members will be able to access only non-secure areas.

CODESP Training Meetings

CODESP staff will continue to travel throughout the state training members on the new CATS software and reminding them of the importance of using their Subject Matter Experts during the development of their tests.

Upcoming meetings include:

January 26, 2005	Sonoma County Office of Education	8:00 - 9:30 a.m.
February 4, 2005	Tulare County Office of Education	8:30 - 10:00 a.m.
February 25, 2005	San Dieguito Union High School District	10:00 - 12 noon
March 2, 2005	Santa Monica Malibu Unified School District	10:00 - 12 noon
March 9, 2005	Sacramento Area	to be scheduled
March 11, 2005	Beaumont Unified School District	10:00 - 12 noon
March 18, 2005	Palmdale Unified School District	10:00 - 12:00 noon
April 15, 2005	Kern County Superintendent of Schools	9:30 - 11:30 a.m.

Check the website at www.codesp.com for details and to register online. (After 2/01/05)

CODESP staff will also be presenting at the CSPCA State Conference Support Staff Training Program, Thursday, February 10 from 3:00 - 4:30. The topic will be "Increasing Applicant Promotability Through Better Understanding of Test Fundamentals". This is a program correction from the earlier handout. Participants will learn tips to counsel employees on improving their test scores by understanding the fundamentals of how tests are written and study guides that are available. The full day program begins at 8:30 at the Westin Long Beach. Contact Suzy Seymour, Garden Grove USD (714) 663-6368 to register. Cost: \$35.