English Learner Identification Process

ELPA Webinar Series 2025-2026

August 28, 2025

Idaho Department *of* Education

Webinar Objectives

Participants will be able to:

- Explain the EL Identification Process.

- Describe the purpose of the EL Identification Process.

- Describe the necessary portals District Test Coordinators must access to prepare, deliver, score, and record student performance scores.

- Identify state and consortium support resources to aid in the identification process.

EL Identification Process Purpose

Compliance

- States must establish and implement standardized entrance and exit procedures for ELs (ESEA Section 3113(b)(2))

Assess English Language Proficiency

- Identify language strengths and areas to target

Ensure Equal & Equitable Access

- Title VI of the Civil Rights Act (42 U.S.C. § 2000d)
- Equal Education Opportunités Act (20 U.S. Code § 1703)

Equality

Equity

EL Identification Process

EL Identification Process
Training & Certification

Annual training & certification is required to administer WIDA Screener / WIDA Screener for Kindergarten

- Completed within the WIDA Secure Portal
- Annual training and certification is specific to the ELP screener
- Certification quizzes must be completed with a score of 80% or higher to attain certification
- District TA's certification records are required to be kept on-site and should be available upon request

WIDA Screener	Training Course Name	Certification Quiz Name
WIDA Screener for Kindergarten	• WIDA Screener for Kindergarten: Administration and Scoring	• WIDA Screener for Kindergarten: Oral Language Certification Quiz • WIDA Screener for Kindergarten: Literacy Certification Quiz
WIDA Screener Online **WIDA Screener Paper***	• WIDA Screener Online: Administration • WIDA Screener Paper: Administration* • Speaking for Grades 1-5: Scoring ACCESS Paper and WIDA Screener • Speaking for Grades 6-12: Scoring ACCESS Paper and WIDA Screener • Writing for Grades 1-5: Scoring WIDA Screener • Writing for Grades 6-12: Scoring WIDA Screener	• WIDA Screener Online: Administration Certification Quiz • WIDA Screener Paper: Administration Certification Quiz* • Speaking for Grades 1-5: Scoring ACCESS Paper and WIDA Screener Certification Quiz • Speaking for Grades 6-12: Scoring ACCESS Paper and WIDA Screener Certification Quiz • Writing for Grades 1-5: Scoring WIDA Screener Certification Quiz • Writing for Grades 6-12: Scoring WIDA Screener Certification Quiz

ELPA Webinar Series: EL Identification Process – August 2025

EL Identification Process Overview

Complete process within 30 calendar days of enrollment (ESEA Section 3113(b)(2))

Approach every child with an asset-based lens

Parent enrolls child into Idaho school and completes Home Language Survey (HLS)

District/School staff review HLS and verify EL Status in English Learners Management System

Review Decision to Assess Matrix and other data streams - make a determination to screen child

Ensure test administrator is trained and certified to administer WIDA Screener

Identify appropriate WIDA Screener and grade-level form

Administer WIDA Screener

Input WIDA Screener results into ELMS

Communicate WIDA Screener results and program services to parent

Place child into district language instruction educational program

Complete ACCESS for ELLs annually

EL Identification Process
Home Language Survey - Step One

The Home Language Survey (HLS) assists LEAs in identifying potential ELs who may be eligible to enroll in English language support programing.

1. What language(s) are spoken in the home?
2. What language(s) does your student speak most often?
3. What language(s) did your student first learn?
4. Which language does your child use when speaking to/with you?
5. What language do you use when speaking to/with your child?
6. Which language do you want phone calls and letters?
7. What is your relationship to the child?
8. Is there any additional information you would like the school to know about your child?

The first HLS completed in the State holds precedence.

- **At enrollment r**eview the student's cumulative file / enrollment paperwork / ELMS record
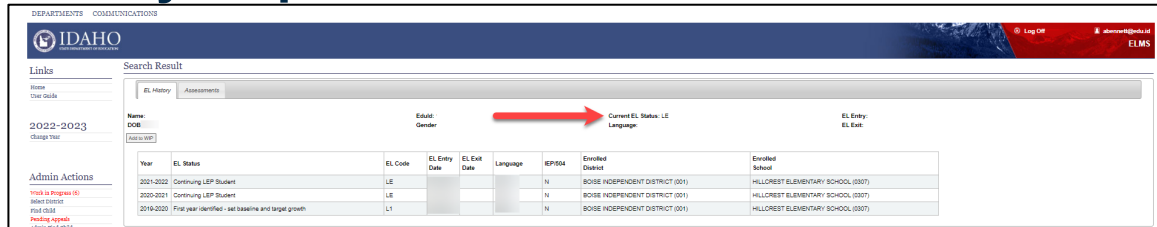
EL Identification Process
English Learner Management System - Step Two

Review the Idaho English Learner Management System to determine whether the child already has an EL status.

- Current EL Student: **L1, LE, EW**
- Exited EL: **X1, X2, X3, X4, FL**
- Erroneously Identified as EL**: N**
- Screened-Out: **SO**

Students with an L1, LE, or EW EL Status may immediately be placed into EL services.

EL Identification Process
Decide Whether to Administer an ELP Screener – Step 3

Review/Interpret parent HLS responses

- Use the **Decision to Assess Matrix** to determine whether to administer an English language proficiency (ELP) screener

Question	Answer								
1. What language(s) are spoken in the home?	Other than English	English	English	English	English	Other than English	English	Other than English	Other than English
2. What language(s) does your student speak most often? (Always triggers a test if answered as a language other than English)	English	Other than English	English	English	English	English	Other than English	Other than English	Other than English
3. What language(s) did your student first learn?	English	English	Other than English	English	English	Other than English	Other than English	Other than English	English
4. Which language does your student speak with you? (Always triggers a test if answered as a language other than English)	English	English	English	Other than English	English	English	English	Other than English	Other than English
5. Which language do you use when speaking with your student?	English	English	English	English	Other than English	English	English	English	Other than English
Action:	Call: What is the exposure to other language(s) in the home?	Test	Call	Test	Call	Test	Test	Test	Test

- **Err on the side of caution** if there is a question whether to administer an ELP screener

Decide whether to administer an ELP screener

- YES: Potential EL completes WIDA Screener / WIDA Screener for KG → Enter scores and HLS in ELMS
- NO: Record [No Screener Administered] in ELMS

EL Identification Process
WIDA Screener Administration – Step 4

WIDA Screener Grade-Level Test Form

- Students in the first semester of the first year in a grade-level cluster (K, 1, 2-3, 4-5, 6-8, 9-12), are administered the lower grade cluster screener form

- **Grade-Level Cluster Test Form Grades 1 -12**

Grade	1		2		3		4		5		6		7		8		9		10		11		12	
Semester	1	2	1	2	1	2	1	2	1	2	1	2	1	2	1	2	1	2	1	2	1	2	1	2
Grade-Cluster Form	K		Grade 1 Test		Grades 2-3 Test				Grades 4-5 Test				Grades 6-8 Test						Grades 9-12 Test					

- *Example: A potential EL student entering grade 4 during the first semester would complete WIDA Screener Online Grade 2-3 test screener form*

EL Identification Process
WIDA Screener Administration – Step 4

Administer English language proficiency screener

- **WIDA Screener for Kindergarten** (KG – first semester grade 1)
  - *First semester KG potential ELs complete Listening and Speaking domains only*
  - *Second semester KG and grade one first semester potential ELs complete all domains*

- **WIDA Screener Online** (second semester grades 1 – 12)
  - *Second semester grade two potential ELs complete all domains*

- **WIDA Screener Paper** (second semester grades 1 – 12)*
  - **WIDA Screener Paper may be used as an administrative consideration and should be an option for students who have limited exposure to computer use*

EL Identification Process
WIDA Screener Scoring – Step 5

Score WIDA Screener for Kindergarten / WIDA Screener

- ### WIDA Screener for Kindergarten
  - Hand scored by Test Administrator
  - Raw score input into WIDA Screener for KG Score Calculator

- ### WIDA Screener Online
  - Listening and Reading domains scored by DRC INSIGHT (WIDA AMS)
  - Speaking and Writing scored by Test Administrator in WIDA AMS
  - Score Report downloaded from WIDA AMS > Screener Scoring

- ### WIDA Screener Paper
  - Hand scored by Test Administrator
    - Refer to WIDA Screener Paper TAM Appendix C

EL Identification Process
WIDA Screener: Screen-Out Criteria

- **WIDA Screener for Kindergarten** (KG – first semester grade 1)

First Semester Kindergarten	Second Semester Kindergarten	First Semester Grade 1
• ≥ 5.0 Oral Language Proficiency Level • ≥ 4.0 Listening Proficiency Level • ≥ 4.0 Speaking Proficiency Level	• ≥ 5.0 Oral Language Proficiency Level • ≥ 4.0 Listening Proficiency Level • ≥ 4.0 Speaking Proficiency Level • ≥ 2.0 Literacy Score	• ≥ 5.0 Oral Language Proficiency Level • ≥ 4.0 Listening Proficiency Level • ≥ 4.0 Speaking Proficiency Level • ≥ 4.0 Literacy Score

- **WIDA Screener Online & Paper** (second semester grade 1 – 12)

Second Semester Grade 1 – 12 WIDA Screener Online & Paper
• ≥ 5.0 Overall Language Proficiency Level • ≥ 4.0 Listening Proficiency Level • ≥ 4.0 Speaking Proficiency Level • ≥ 4.0 Reading Proficiency Level • ≥ 4.0 Writing Proficiency Level

- *ELMS automatically assigns a student an EL Status based on the WIDA Screener scores entered*

EL Identification Process
Record Screener Results in ELMS – Step 6

Enter WIDA Screener results into ELMS
- HLS is required to be uploaded into ELMS at the time the screener scores are entered
- Ensure the child has an EL status assigned within ELMS

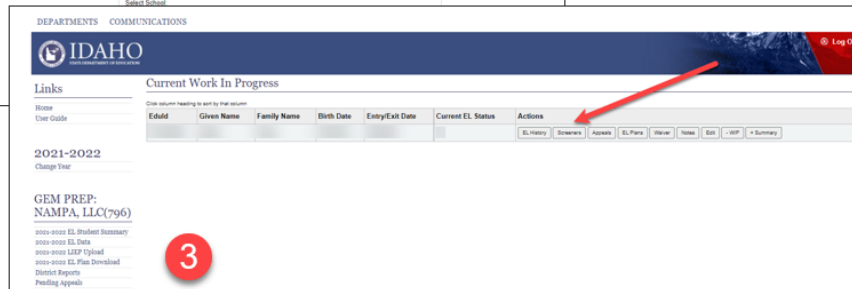**Place a copy of the child's WIDA Screener Score Report in the student's cumulative file**

EL Identification Process
Record Screener Results in ELMS – Step 6

1. Under "Admin Actions", select "Find Child"
2. Enter child's **first** and **last name** and **date of birth**
3. Under the "Actions" column. select "Screener"

EL Identification Process
Record Screener Results in ELMS – Step 6

4. Select "**Test Type**" dropdown and select the WIDA Screener administered
   - **WIDA Screener for Kindergarten = WIDA KG**
   - **WIDA Screener Online = WIDA Online**
   - WIDA Screener Paper = WIDA Paper
5. Input screener "**Test Date**"
6. Input screener "**Test Administrator**" name
7. Input "**State**" ELP screener was administered in (default Idaho)
8. Input "**District**" name
9. Input "**School**" name
10. Input "**Home Language**" of the child

11. Input "**Grade Level at time of assessment**" field

12. Input "**Date of first enrollment in a US school**" field

13. Select "**Save**"

EL Identification Process
Record Screener Results in ELMS – Step 6

14. Enter child's WIDA Screener scores under the appropriate Proficiency Level field

15. After entering ELP screener scores, select "**Save**"

16. Upload child's HLS – select "**Add File**"

17. "**Choose File**" to upload to ELMS

18. Select "**Save**"

19. Select "**Submit**" under the "Screener Info" tab

   - ELMS automatically calculates whether a child qualifies for EL services
     - SO = Screen out of Services
     - L1 = First Year Identified

EL Identification Process
Parent Notification of Services – Step 7

ESEA Section 1112(e)(3)

- Reason for EL identification
- Child's current level of English language proficiency (ELP screener results)
- Overview of district Language Instruction Educational Program (LIEP)
- How the LIEP will support the child's language needs
- LIEP reclassification (exit) requirements
- Information on how to withdrawal from language services
  - Children must complete summative ELPA annually

ESEA Section 1112(e)(4)

- Must be in a language understandable to parents

EL Identification Process
Placement into District LIEP – Step 8

District provides ELs with a language instruction educational program (LIEP) which complies with Title VI of the Civil Right Act, the Equal Education Opportunities Act, Every Student Succeeds Act (2015) and the outcomes of Castañeda v. Pickard

Language Instruction Educational Program Criteria

- **Educationally sound**
    - o   Program based on research & educational theory
- **Proven successful**
    - o   Program must be effective in overcoming the language needs of ELs population
- **Implemented with fidelity**
    - o   Program is iimplemented with adequate resources and personnel

WIDA Screener

Test Security

WIDA Screener
Test Security

IDAPA Rule 08.03.02.111.11

- To ensure integrity of secure test items and protect validity and reliability of test outcomes, test security must be maintained

- LEAs and schools will employ security measures in protecting statewide assessment materials from compromise

- Each individual who has any opportunity to see test items must sign a state-provided confidentiality agreement, which the district must keep on file in the district for at least two (2) years

WIDA Screener
Test Security

Screener materials including electronic and print materials are considered secure

- Store materials in a secure area
- Inventory the materials before and after a screener session
- Only use screener(s) materials to identify a student for services
- Do not share test items with others
- Report any test incidents within 24 hours
  - Idaho SDE Test Incident Log
- Securely store or destroy student response booklets after use

EL Identification Resources

English Language Proficiency Assessment
EL Identification Resources

ELPA: Navigating WIDA Screener & ACCESS for ELLs Guidance Document

- Section IV: English Learner Identification (pp. 14-23)

Idaho EL Identification & Placement Guidance 2025-26

- Provides an outline of policies, procedures, screener options, test administrator training & certification requirements, and criteria for placement in EL services
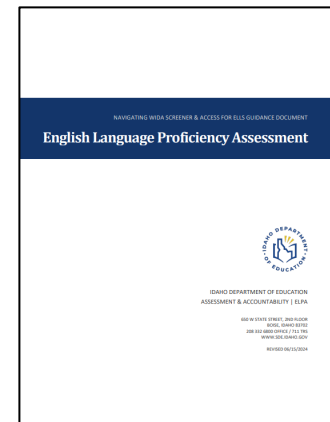
Idaho Department of Education – ELPA Webpage

WIDA Secure Portal

- Learn, train, and certify to administer WIDA Screeners
- Download WIDA Screener test materials

English Learner Program Manual

- EL Identification & Screening Section (pp. 24-44)

Upcoming Events & Opportunities

Test Coordinator Training Canvas Course

Course Outline: Equips ELPA District Test Coordinators with information need to successfully prepare, administer, and conclude both WIDA Screener and ACCESS for ELLs.

Course Learning Objectives:
- Identify federal and state regulations, policies, and guidelines.
- Define Idaho ELPA's measurement and reporting of English language proficiency.
- Understand planning, preparation, and organization of ELPA.
- Coordinate ELPA administration effectively.
- Define data collection, validation, and reporting process.

How to Enroll & Access the Course:

- Complete Enrollment Form: Link
- Upon registration, receive email from "notifications@instructure.com"
  - Click "Get Started"
  - Course auto-populates within the user's Canvas Dashboard (user already has an account).
  - If not, create a Canvas account.

Canvas Log-in: Idaho Department of Education's Login portal: Link

Special Populations Boot Camp 2025

This boot camp is designed to equip district leaders with the knowledge, skills, and understanding of federal and state requirements necessary to ensure equitable access and strong systems of support for students in special populations.

Vallivue School District – 8/15/2025 (8:15AM – 12:15PM MT)
Jefferson County School District – 8/20/2025 (8:15AM – 12:15PM MT)
Twin Falls School District – 8/21/2025 (8:15AM – 12:15PM MT)

https://forms.office.com/r/gudGPrLz9D

ELPA Scheduled Training 2025-2026 Virtual WIDA Workshops

Scaffolding Instruction for Multilingual Learners
Oct. 8, 2025 & October 15, 2025
Two Virtual Workshops

- **Overview:** The two-part webinar series provides educators with a fresh look at how to engage multilingual learners in rigorous content area learning with a balance of challenge and support. The purpose of the workshop is to encourage educators to consider a dynamic set of classroom practices that support multilingual learners as they move toward increasing independence and expertise in grade-level content. Participants will explore how rigorous, well-sequenced curriculum within the content of meaningful experiences contributes to rich classroom interactions that mediate learning.

Expanding Reading Instruction With Multilingual Learners
Nov. 3, 2025 & Nov. 10, 2025
Two Live Virtual Workshops + Self-Paced Module

- **Overview:** This series of two webinars (one week apart) and online resources provides ideas for expanding reading instruction to make it more effective for multilingual learners. Participants will learn ways to build on and expand current approaches to teaching reading and to engage multilingual learners in the interactions that support reading development.

ELPA Webinar Series: EL Identification Process – August 2025

https://forms.office.com/r/edSyZ0E2FN

English Language Proficiency Assessment 2025-2026 Webinar Series

- ELPA: WIDA Screener Online / Paper Overview
  - August 19, 2025 / 12:00-1:00PM MT
- ELPA: New WIDA District Test Coordinator Training
  - August 26, 2025 / 12:00-1:00PM MT
- ELPA: EL Identification Process
  - August 28, 2025 /12:00-1:00PM MT
- ELPA: 2025-26 Test Cycle Overview & Updates
  - September 2, 2025 / 12:00-1:00PM MT
- ELPA: Assessment Supports & Resources
  - September 16, 2025 / 12:00PM MT
- ELPA: WIDA AMS Student Import File
  - October 21, 2025 / 12:00-1:00PM MT
- ELPA: Technology Readiness, Test Security & Scheduling
  - December 9, 2025 / 12:00-1:00PM MT

WIDA Workshops

Free WIDA Self-Paced Workshops

- The WIDA ELD Standards Framework: A Collaborative Approach
- Newcomers: Promoting Success through Strengthening Practice
- Making Language Visible in the Classroom
- Reframing Education for Long-term English Learners
- Developing Language for Learning in Mathematics
- Engaging Multilingual Learners in Science: Making Sense of Phenomena
- Desarollando el español: las expectativas del lenguaje (NEW!)
- Reading Comprehension Across Content Areas with Multilingual Learners (NEW!)
- Teaching Multilingual Learners Social Studies through Multiple Perspectives (Updated)
- Let's Play! Multilingual Children's Joyful Learning in PreK-3 (NEW!)
- Exploring the WIDA PreK-3 Essential Actions
- WIDA Español: Evaluaciones del desarrollo del lenguaje a nivel de salón - Classroom assessment for language development (Available spring 2025)

Questions & Open Discussion

Next ELPA Webinar Series Webinar

2025-2026 Test Cycle Overview & Updates

September 2, 2025: 12:00PM – 1:00PM MT

https://idahosde.zoom.us/meeting/register/S_6wu9USR7ekASq3z-KPOQ

ELPA Webinar: 2025-26 Test Cycle Overview & Updates

Tue Sep 2nd 12:00pm – 1:00pm (MDT)

The webinar gives an overview of the ELPA testing cycle for the 2025-2026 ACCESS for ELLs administration. The webinar presents an updates and practical resources practitioners can utilize throughout t ...

Questions & Open Discussion

Questions & Open Discussion Reminder:

- Do not discuss student personal identifiable information (PII)
- Be respectful
- Use the "Chat" function or microphone to speak

Presentation Feedback

Andrew Bennett | ELPA Coordinator

Idaho Department of Education

650 W State Street, Boise, ID 83702

208.332.6909

abennett@sde.idaho.gov

www.sde.idaho.gov/assessment/elpa/

www.sde.idaho.gov

https://forms.office.com/r/MzK1Zte8Tx

Presentation Feedback