



Concluding ACCESS for ELLs Test Window

ELPA Monthly Webinar Series - Meeting 7



Supporting Schools and Students to Achieve

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2.11.2022

Agenda



- ACCESS for ELLs Online
 - Student Status Dashboard
- ACCESS for ELLs Test Materials
 - Student Response Booklets
 - Pre-ID Labels & District & School Labels
 - Returning Test materials
 - Accountability Form
 - Return Material Receipt Report
- ACCESS for ELLs – Participation Rate Appeals
 - Evidence to support an ACCESS Participation Rate Appeal
 - COVID-19 Tracking Procedure
- Open Discussion

DRC INSIGHT System Failure Update



- At 9:10AM MT on 2.9.2022 the DRC INSIGHT system experienced a hardware failure and performance for INSIGHT degraded while load balancing occurred to account for the loss of a server.
 - Learners who were in a session may have experienced slowness in response
 - Learners may have also been unable to continue testing at all
 - Prevalent in Reading and Listening domains
- On 9.10.2022, DRC implemented a solution to provide safeguards and prevent service interruptions that were observed across the consortium
 - This appears to have resolved the INSIGHT hardware failure
 - The root-cause as yet to be identified



DRC INSIGHT System Failure Update



- DRC will continue to send Broadcast Emails to DTCs and SCs until they are confident the issue has been fully resolved
- The Idaho SDE, WIDA, and DRC recognize the difficulty and the scheduling challenges you have experienced and continue to experience
- **At this time, the Idaho SDE does not recommend to suspend testing**
 - Communicate to district TAs on what to do if they experience a global connectivity issue within a test session
 - Provide guidance on when to move forward with testing (logging students back in) and when to send learners back to class

DRC INSIGHT System Failure

WIDA System Status



- DTCs are encouraged to review the WIDA System Status site: <https://status.drcedirect.com/WIDA> for the most up-to-date information on the status of DRC INSIGHT services

The screenshot shows the "WIDA SYSTEM STATUS" page. At the top, a red banner states: "Users may experience Degraded Performance on DRC INSIGHT Online Testing". Below this, a table lists services and their status. The "DRC INSIGHT Online Testing" service is highlighted with a red box and shows a "Degraded Performance" status. Below the table, a "DRC INSIGHT service alert" section contains three updates: two "Monitoring" alerts from 2/10/22 and one "Investigating" alert from 2/9/22. The page footer provides contact information for DRC Customer Service.

SERVICE	STATUS
Screener Scoring Local Student Scoring	Normal Operations
WIDA AMS Test Setup, Administration and Reporting	Normal Operations
DRC INSIGHT Online Testing Online Testing	Degraded Performance Collapse

DRC INSIGHT service alert

Monitoring - We have fixed the issue with DRC INSIGHT. We are continuing to monitor these changes.
Posted on 2/10/22, 6:37 AM.

Monitoring - We have fixed the issue with DRC INSIGHT. We are continuing to monitor these changes.
Posted on 2/10/22, 6:32 AM.

Investigating - We're investigating reports of an issue with DRC INSIGHT. Our engineers are working to resolve this as quickly as possible. Updates will be posted as soon as they are available.
Posted on 2/9/22, 2:21 PM.

Investigating - We're investigating reports of an issue with INSIGHT. We will provide more information shortly.
Posted on 2/9/22, 10:05 AM.

DRC provides current information on service availability. If you need additional assistance, please contact
DRC Customer Service: WIDA@datarecognitioncorp.com or 1-855-787-9615.



ACCESS for ELLs Online

Student Status Dashboard



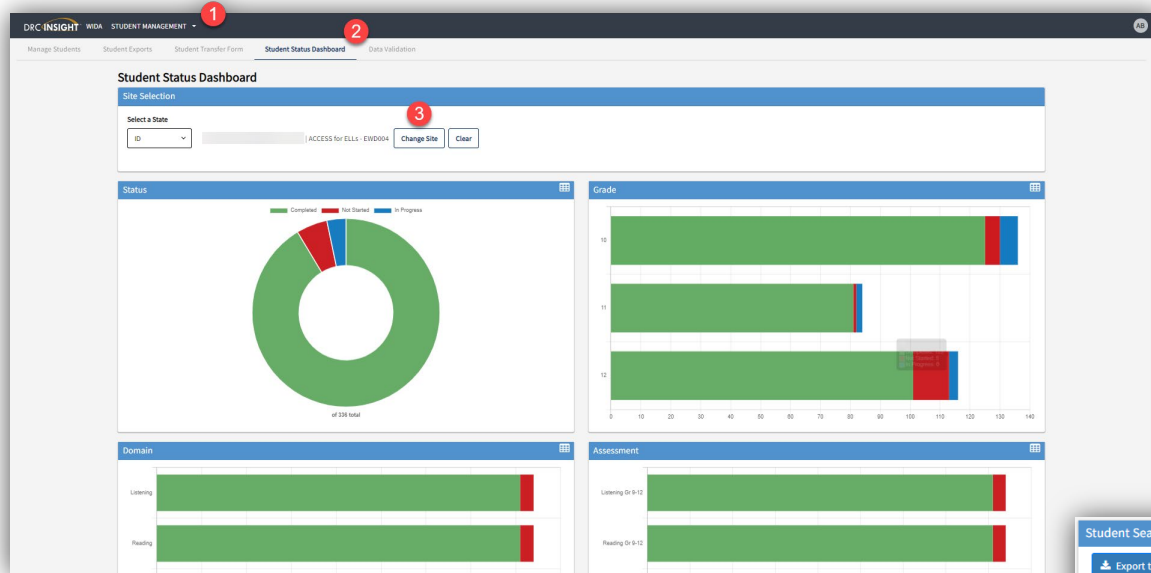
WIDA AMS

Student Status Dashboard



- Provides statistics on Completed, In Progress, and Not Started ACCESS test session at each school and grade level
- Used to ensure all testing domains are “Complete”
 - Test sessions listed as “In Progress” will need to be ended prior to EOD on March 4, 2022
- Details on how to access and utilize the Student Status Dashboard are listed in the WIDA AMS User Guide

WIDA AMS Student Status Dashboard



Student Search Results

[Export to CSV](#)

Last Name ↑	First Name	Grade	Domain	Module	Assessment	Status	Start Time	End Time	Duration
		10	Writing	Writing	Writing Gr 9-12	Completed	02/01/2022 14:24 MST	02/01/2022 14:40 MST	0 Hours 16 Minutes
		11	Writing	Writing	Writing Gr 9-12	Completed	02/02/2022 10:07 MST	02/02/2022 10:53 MST	0 Hours 46 Minutes
		11	Speaking	Speaking	Speaking Gr 9-12	Completed	02/01/2022 14:33 MST	02/01/2022 14:55 MST	0 Hours 22 Minutes
		11	Reading	Reading	Reading Gr 9-12	Completed	01/31/2022 12:58 MST	01/31/2022 13:42 MST	0 Hours 44 Minutes
		11	Listening	Listening	Listening Gr 9-12	Completed	01/31/2022 11:32 MST	01/31/2022 12:53 MST	1 Hours 21 Minutes
		12	Listening	Listening	Listening Gr 9-12	Completed	01/31/2022 09:57 MST	01/31/2022 10:36 MST	0 Hours 39 Minutes
		12	Speaking	Speaking	Speaking Gr 9-12	Completed	02/03/2022 08:53 MST	02/03/2022 09:01 MST	0 Hours 8 Minutes
		12	Reading	Reading	Reading Gr 9-12	Completed	01/31/2022 10:38 MST	01/31/2022 10:53 MST	0 Hours 15 Minutes
		12	Writing	Writing	Writing Gr 9-12	Not Started			
		10	Writing	Writing	Writing Gr 9-12	Completed	02/01/2022 09:32 MST	02/01/2022 09:58 MST	0 Hours 26 Minutes
		10	Speaking	Speaking	Speaking Gr 9-12	Completed	02/01/2022 08:53 MST	02/01/2022 09:30 MST	0 Hours 37 Minutes
		10	Reading	Reading	Reading Gr 9-12	Completed	02/01/2022 08:38 MST	02/01/2022 08:50 MST	0 Hours 12 Minutes

Items per page: 1 - 100 of 336



ACCESS for ELLs – Test Materials

Student Response Booklets
Returning Materials



ACCESS for ELLs – Test Materials



All ACCESS for ELLs materials must be returned by
March 11, 2022

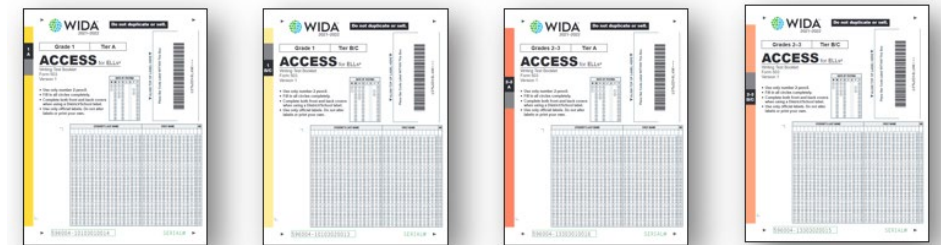


ACCESS for ELLs – Test Materials

Student Response Booklets



- Inventory all material using the Packing List & School Security Checklist sent with your district's initial materials order
- Record the test date on the front of the student response booklet
 - All responses must be recorded using a #2 pencil
 - Fill in response bubbles entirely
- All paper student response booklets require a label



- * All student response booklets must have either a Pre-ID or District/School label to receive a score***

DO NOT PROCESS

XXXXXXXXXXNOTSCORE

100001.00000002.00

[illegible]

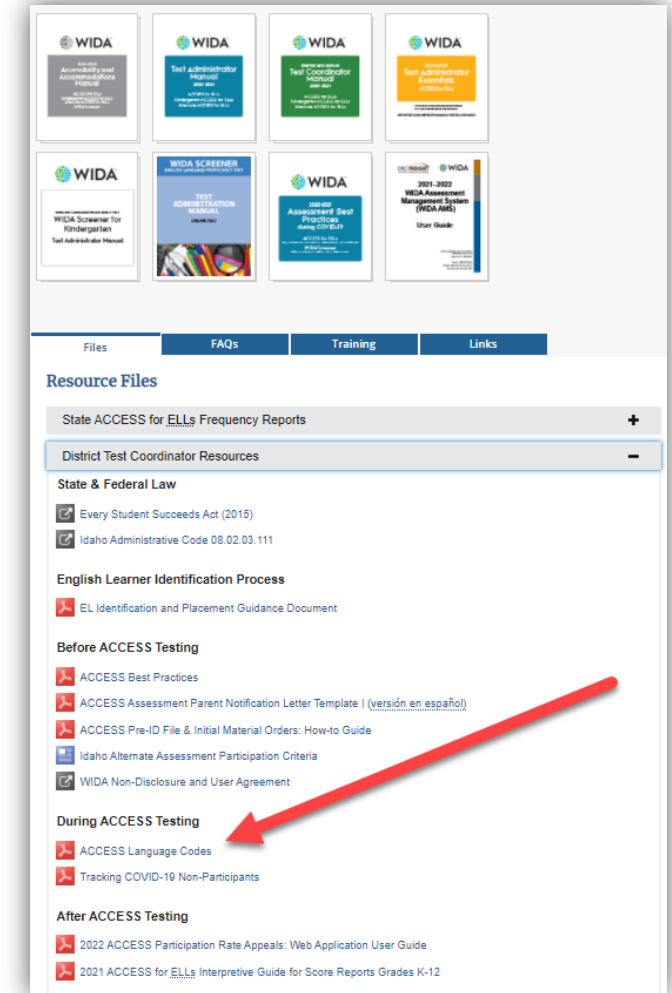
ACCESS for ELLs – Test Materials

Preparing Student Response Booklets



- Language Codes are found on the ELPA webpage
 - Files > District Test Coordinators Resources > During Testing > ACCESS Language Codes
 - Use numeric code
- Most common language codes:

• Spanish	—	399
• Swahili	—	410
• Somali	—	396
• Russian	—	361
• Kinyarwanda	—	225



ACCESS for ELLs – Test Materials Returning Materials



- Inventory all material prior to returning to DRC using the original Packing List & Security Checklists
- Record the number of each secure test material on the **Accountability Form** > **Returned to DRC**
 - Report any material discrepancy
 1. Test Incident Log
 2. Accountability Form - WIDA AMS

The screenshot shows the "Accountability Form" in the DRC INSIGHT WIDA MATERIALS system. It includes a header with "Materials", "Accountability Form", "Additional Materials", "Material Ordering", and "Return Materials Receipt Report". A blue banner explains the form's purpose. Below are fields for "Administration" (ID ACCESS for ELLs - 2021-2022), "District", and "School". A "Show" button is present. A "Reference the Instructional Text" section is also visible. The main table, titled "Accountability Form for School ID058-0298 (ID ACCESS for ELLs - 2021-2022)", has columns for "Secure Test Materials", "Shipped to School", and "Returned to DRC". The table is divided into "Online Administrative Materials" and "Online Writing Test Materials".

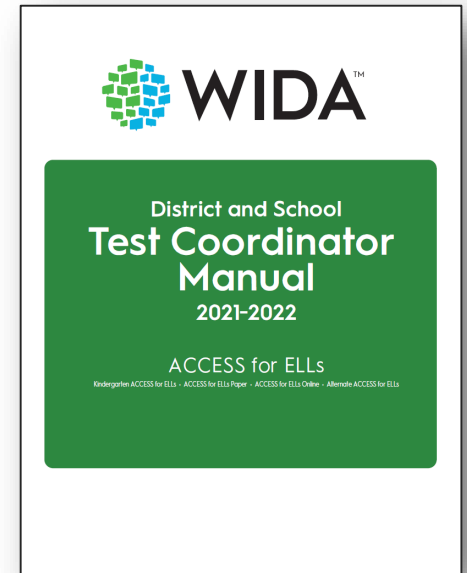
Secure Test Materials		Shipped to School	Returned to DRC
Online Administrative Materials	Online Grade 1 Test Administrator Script(s) - Version 1	3	
	Online Grade 1 Test Administrator Script(s) - Version 2		
	Online Grade 1 Test Administrator Script(s) - Version 3		
	Online Grades 2-3 Test Administrator Script(s) - Version 1	7	
	Online Grades 2-3 Test Administrator Script(s) - Version 2		
	Online Grades 2-3 Test Administrator Script(s) - Version 3		
Online Writing Test Materials	Online Grade 1 Tier A, Writing Test Booklet(s) - Version 1	19	
	Online Grade 1 Tier A, Writing Test Booklet(s) - Version 2		
	Online Grade 1 Tier A, Writing Test Booklet(s) - Version 3		
	Online Grade 1 Tier B/C, Writing Test Booklet(s) - Version 1	8	
	Online Grade 1 Tier B/C, Writing Test Booklet(s) - Version 2		
	Online Grade 1 Tier B/C, Writing Test Booklet(s) - Version 3		
	Online Grades 2-3 Tier A, Writing Test Booklet(s) - Version 1	24	
	Online Grades 2-3 Tier A, Writing Test Booklet(s) - Version 2		
	Online Grades 2-3 Tier A, Writing Test Booklet(s) - Version 3		
	Online Grades 2-3 Tier B/C, Writing Test Booklet(s) - Version 1	51	
	Online Grades 2-3 Tier B/C, Writing Test Booklet(s) - Version 2		
	Online Grades 2-3 Tier B/C, Writing Test Booklet(s) - Version 3		
	Online Grades 4-5 Tier A, Writing Response Booklet(s)		
	Online Grades 4-5 Tier B/C, Writing Response Booklet(s)		
	Kindergarten Ancillary Materials Kit(s)	2	

ACCESS for ELLs – Test Materials

Preparing Test Materials for Return



- Do not affix a DO NOT SCORE label to unused materials
- Use UPS Shipping Labels sent with the district's initial materials order
 - Contact DRC and request return shipping labels if you do not have the labels sent with initial materials order
 - If you do not have a regular UPS pickup, call UPS at (866) 857-1501 to arrange shipping
- Reference District & School Test Coordinator Manual pp. 25-26 for full details on preparing ACCESS for ELLs test materials for return



ACCESS for ELLs – Test Materials Return, Keep, or Destroy?



Instructions on what to return, keep, and destroy, if different than below, are detailed in the ACCESS for ELLs Checklist on your member/state page of the WIDA website.

Return	Keep	Discard/Destroy
All test booklets (collected in plastic bags)	Packing List	District and School Test Coordinator Manual (this document)
All ACCESS for ELLs Paper Test Administrator Scripts	Security Checklist	Test Administrator Manual
ACCESS for ELLs Online Test Administrator Scripts for grade 1 and grades 2-3		Grades 4-12 Online Test Administrator Script
Listening and Speaking Test CDs		School box range sheet
All large print, braille, Kindergarten ACCESS for ELLs, and Alternate ACCESS for ELs test materials		Unused booklet labels*

*Unused Pre-ID labels are secure test materials and should be securely destroyed



ACCESS for ELLs Participation Rate Appeals

Evidence Collection and Documentation



ACCESS for ELLs Participation Rate Appeals Recording Evidence



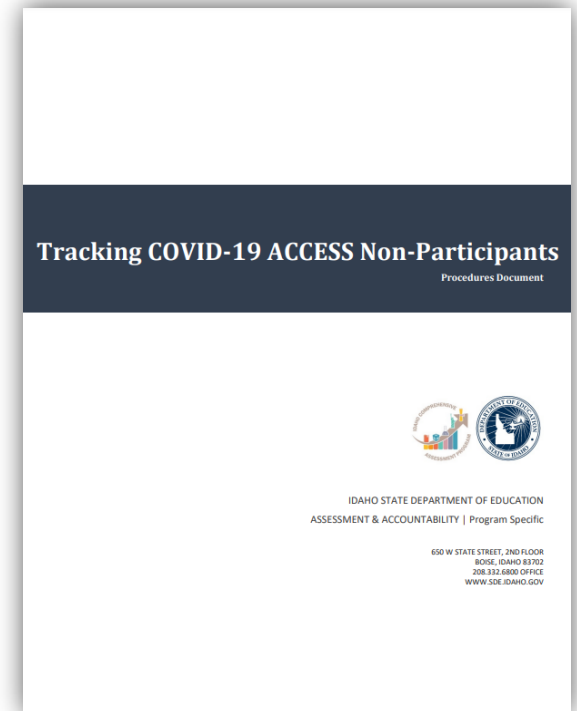
- Documentation to justifying an ACCESS Participation Rate Appeal should be collected and retained
 - Parent correspondence
 - Health provider documentation
 - Attendance/Enrollment information, should be retained to justify ELs who didn't complete or only partially completed ACCESS for ELLs during the 2021-2022
- ACCESS Participation Rate Appeal must be submitted between May 23, 2022 – June 3, 2022



During Testing COVID-19 Tracking



- Tracking COVID-19 ACCESS Non-Participants Procedures Document is available on the ELPA webpage
 - Record codes within WIDA AMS
 - COVID-REFU – Parent/Guardian Refusal
 - COVID-CLOS – District Closure
 - COVID-OTHE – Other COVID-19 Scenarios



<https://www.sde.idaho.gov/assessment/elpa/files/supports/COVID19-Tracking-Non-Participant-Procedures-Guide.pdf>

Resources

Monthly Webinar Series



Post-Testing: Data Validation

Tuesday, March 8, 12:00PM – 1:00PM MT

This training will provide how-to information on validating student data, and correcting student data.

Post-Testing: interpreting Score Reports

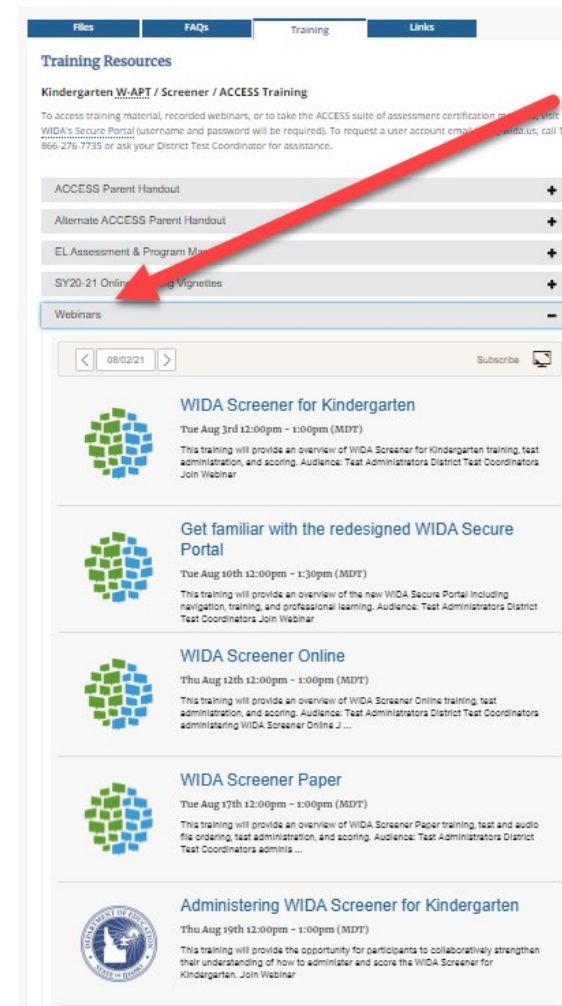
Tuesday March 15, 12:00PM – 1:00PM Mountain Time

This training will share how to interpret score report data, and review general data corrections and the scoring appeals process.

ACCESS for ELLs: District Data Validation and Submitting an ACCESS Appeal

Wednesday March 16, 12:00PM -1:0PM Mountain Time

The webinar reviews the district's responsibilities during the LEA data validation window (March 29, 2022 – April 4, 2022). The webinar also reviews the process for submitting an ACCESS participation Appeal, so DTCs can prepare for a possible submission in late May. In addition, the webinar will provide time to ask questions or discuss identified challenges.



Next Monthly Meeting



ACCESS for ELLs: District Data Validation and Submitting an ACCESS Appeals

Wed Mar 16th 12:00pm - 1:00pm (MDT)

The webinar reviews the district's responsibilities during the LEA data validation window (March 29, 2022 – April 4, 2022). The webinar also reviews the process for submitting an ACCESS participation

https://idahosde.zoom.us/meeting/register/tJ0pf-2qrTkrHNWebs4-hs_v6B7nozPiCPnh



Open Discussion



Open Discussion



- Unmute yourself or write your questions/comments/concerns in the chat



Thank you!



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<https://www.sde.idaho.gov/assessment/elpa/>

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