



# ACCESS for ELLs LEA Data Validation ACCESS Participation Rate Appeals

ELPA Monthly Webinar Series - Meeting 8



*Supporting Schools and Students to Achieve*

SHERRI YBARRA, ED.S., SUPERINTENDENT OF PUBLIC INSTRUCTION

3.16.2022

# Agenda



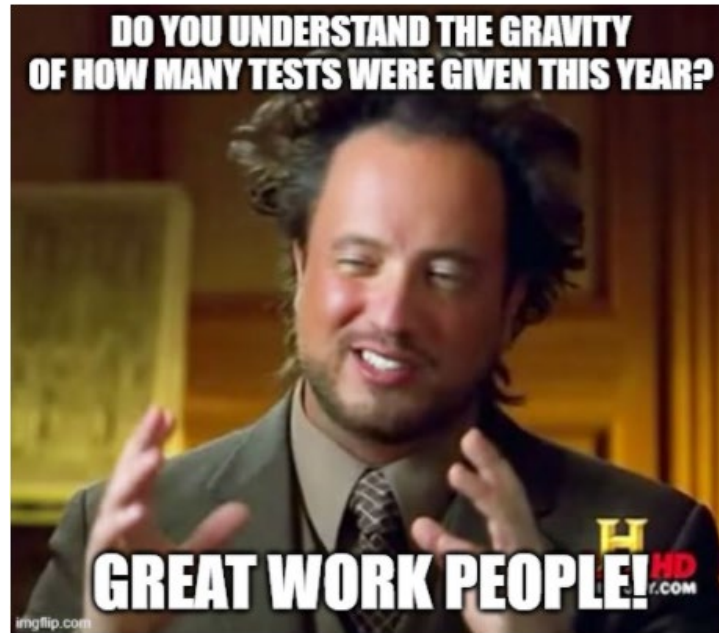
- LEA Pre-Reporting Data Validation
  - Overview
  - Completing the LEA Pre-Reporting Data Validation Process
- ACCESS for ELLs – Participation Rate Appeals
  - Overview
  - ACCESS Participation Rate Appeal Evidence
- Open Discussion

# ACCESS for ELLs

## 2021-2022 ACCESS for ELLs in Review



Over **60,000 ACCESS for ELLs Online** test sessions were administered in 2022!



98% completion rate!



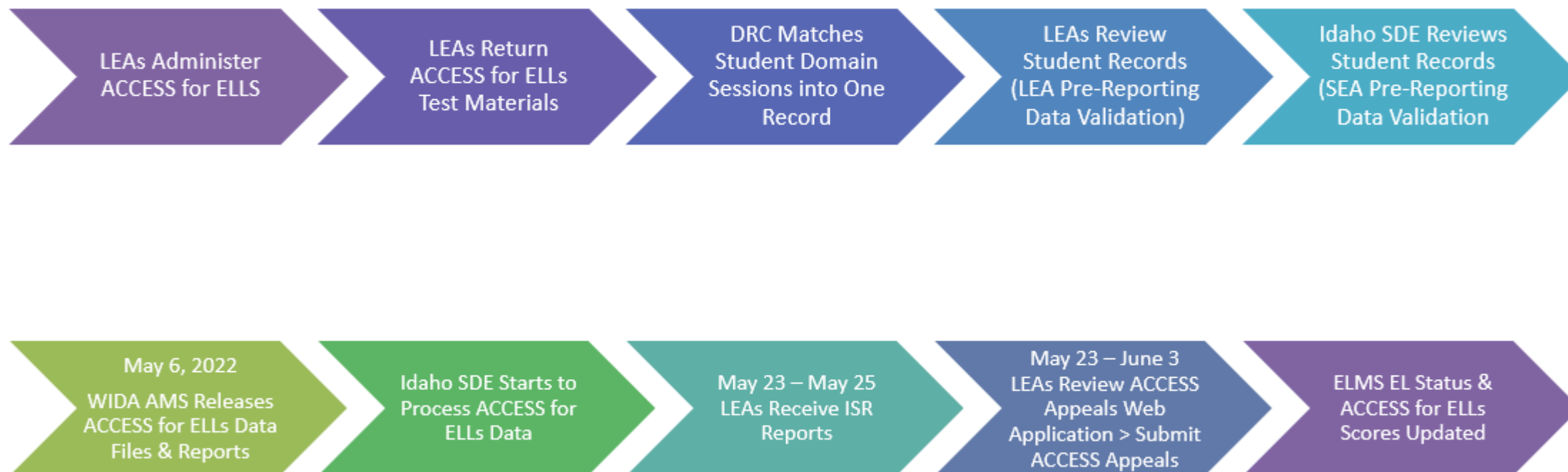
# ACCESS for ELLs – LEA Pre-Reporting Data Validation

What is LEA Pre-Reporting Data Validation?

How do I complete the LEA Pre-Reporting Data Validation process?



# ACCESS for ELLs Reporting Process Overview



# ACCESS for ELLs LEA Pre-Reporting Data Validation



LEA Pre-Reporting Data Validation Window  
**March 29, 2022 – April 4, 2022**





# LEA Pre-Reporting Data Validation

## What is LEA Pre-Reporting Data Validation?



The Data Validation process is designed to identify student demographic, accommodation, and test result records that could potentially contain errors. The process provides the opportunity for districts to correct possible errors before reporting ACCESS for ELLs student performance.



# LEA Pre-Reporting Data Validation

## Examples of Correctable Errors



- Demographic information bubbled incorrectly on a Writing Student Response Booklet
  - Student name misspelling
  - EDUID # correction
  - An Accommodation was used during the test but was not listed within WIDA AMS prior to the test
- Combining duplicate records



# ACCESS for ELLs LEA Pre-Reporting Data Validation



- WIDA AMS User Guide Supplement for Data Validation
  - Outlines the data validation process  
<https://portal.wida.us/resource/detail/c1063de1-33ca-eb11-a2df-0050568beee8>
- Post-Testing Data Validation Webinar
  - WIDA Secure Portal > Webinars

## Post-Testing: Data Validation

March 8, 2022

Provide how-to information on validating and correcting student data.

Video coming soon



## WIDA Assessment Management System (WIDA AMS)

### User Guide Supplement Data Validation

For use by LEAs completing Data Validation in WIDA AMS

Data Recognition Corporation (DRC)  
13490 Bass Lake Road  
Maple Grove, MN 55311

Direct: 1-855-787-9615  
Website: <https://www.wida-ams.us>  
Revision Date: January 5, 2022

# LEA Pre-Reporting Data Validation Requirements to Complete Data Validation



- Requires “Correction Primary Window” permission assignment in WIDA AMS
  - DTCs are automatically assigned “Correction Primary Window”
  - DTCs may assign this permission on to SCs and TAs
- Each student must have at least attempted on session of ACCESS for ELLs during the test window to show up on the Data Validation student list

# LEA Pre-Reporting Data Validation Reviewing Student Records



## 1. Login to WIDA AMS > Student Management > Data Validation


## 2. Select “ID ACCESS for ELLs 2021-2022” > Show Students

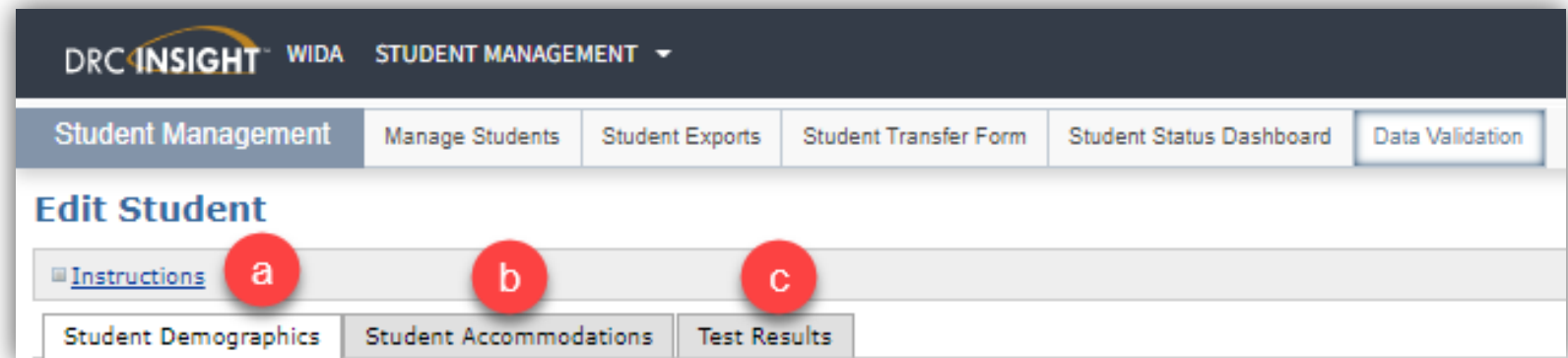
- Possible to review students by **school** and/or **grade**
- Edit Student filter allows reviewer to find students based on: Status (Not Complete/Complete), Last Name, First Name State Student ID
- Export to Excel or to CSV file

# LEA Pre-Reporting Data Validation

## Correcting Student Records



1. Select the **View and Edit Student** icon () in the “**Action**” column next to each student’s record
2. Reviewers can modify the following areas of a student’s record:
  - a. Student Demographics;
  - b. Student Accommodations;
  - c. Test Results.



# LEA Pre-Reporting Data Validation

## Correcting Student Records – Demographics



- The demographic fields associated with reported test results for the student display in the Student Demographics tab
  - Reviewers can edit any field that is not grayed out
  - Fields marked with a red asterisk (\*), are required and must be filled in before a student record in Data Validation can be marked Complete.
- For students with **duplicate records** in WIDA AMS, the review must complete the **Birthdate** field for both records even if they are blank. If there are students with mismatching data, the student's birthday is used as the final matching criteria to merge the records.
- Made necessary modifications > select “Save” or “Complete”
  - Selecting “Save” will retain changes (only)
  - Selecting “Complete” will save changes and update status
  - Selecting “Back to Student List” (without first saving) will not retain changes

The screenshot shows the 'Edit Student' form in the WIDA AMS system. The 'Student Demographics' tab is active, and a red asterisk indicates required fields. The form includes sections for 'Student Demographics Corrections' and 'Reporting Value'. Fields like First Name, Last Name, Middle Name, State Student ID, District Student ID, District, School, Birthdate, Enrolled Grade, Gender, Ethnicity, Race, Native Language, Date First Enrolled US School, Length of Time in LEP/ELL Program, Title III Status, Migrant, IEP Status, SDI Plan, Primary Disability, Secondary Disability, LEP Classification, LEP - Parental Refusal, State Defined Optional Data, District Defined Optional Data, Alternate ACCESS for ELLs Tester, Student Type, and Additional Field to be used by a State if needed are visible. At the bottom, there are three buttons: 'Save', 'Complete', and 'Back to Student List'. The 'Save' and 'Complete' buttons are highlighted with a red box.

# LEA Pre-Reporting Data Validation

## Correcting Student Records – Accommodations



- Select the **Student Accommodations** tab to see a record of the accommodations for which the student is assigned
  - Reviewer can add or remove accommodations for the student for each domain by selecting or removing the appropriate check marks.
- Check the accommodations for each domain in which it was used by the student

**Edit Student**

[Instructions](#)

Student Demographics Student Accommodations Test Results

Accommodations					
Type	Accommodation	Listening	Reading	Writing	Speaking
Presentation	BR - Braille	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Environment	EM - Extended testing of a test domain over multiple days	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Online	ES - Extended speaking test response time				<input type="checkbox"/>
Presentation	IR - In-Person Human Reader	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
Presentation	RP - Repeat In-Person Human Reader	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
Presentation	LP - Large Print	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Online	MC - Manual control of item audio	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
Environment	NS - Test may be administered in a non-school setting	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Online	RA - Repeat item audio	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
Response	RD - Student responds using a recording device, which is played back and transcribed by the student			<input type="checkbox"/>	
Presentation	SD - Interpreter signs test directions in ASL	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Response	SR - Sign	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

13 Item(s) Displayed

Save Complete Back to Student List



# LEA Pre-Reporting Data Validation

## Correcting Student Records – Test Results



- Select the **Test Results** tab to see a *record* of the test results for the student.
- The Test Result tab lists the following fields:
  - **Domain** - The domain for which the student was tested.
  - **Alternate ACCESS** - Displays **Yes** if the test result for Alternate ACCESS for ELLs. Displays blank if the test result is for ACCESS for ELLs.
  - **Testing Mode** - Indicates whether the test result comes from a paper or online record.
  - **Grade Cluster** - The grade cluster of the online test or the paper test booklet used.
  - **Do Not Score Code (ABS / INV / DEC / SPD)**
- \*Do not apply a DO NOT SCORE code unless the test was taken in error
  - No score will be reported if a DO NOT SCORE code is entered

A screenshot of the DR INSIGHT WIDA Student Management interface. The "Test Results" tab is selected, showing a table with columns for Domain, Alternate ACCESS, Testing Mode, Grade Cluster, and Do Not Score Code. The table lists scores for READING, WRITING, SPEAKING, and LISTENING. A dropdown menu for "Do Not Score Code" is open, showing options: Absent (ANS), Incomplete (INV), Declined (DEC), and Deferred Special Education/504 (SPD).

Domain	Alternate ACCESS	Testing Mode	Grade Cluster	Do Not Score Code
READING	Online	65		
WRITING	Online	65		
SPEAKING	Online	65		
LISTENING	Online	65		

# LEA Pre-Reporting Data Validation DRC Matching Records Protocol



- When a student has more than one testing record DRC attempts to match and join the student records
  - For example, the student tests Listening, Reading, and Speaking online, but responds to Writing on paper—the handwriting option for online ACCESS for ELLs
  - If the district number, school number, state student ID, first six characters of last name, first six characters of first name, and grade match, DRC joins the records before displaying them in Data Validation.
- If there is a discrepancy between the records (for example, the state ID is bubbled incorrectly on the Writing booklet), DRC cannot join them and they appear as two records in WIDA AMS
- To fix this problem and ensure that the student receives a single, complete score, update the records with the correct information so that the **state student ID, student last name, student first name, date of birth, and grade** match exactly from record to record
  - **Save your changes**
  - After the Data Validation window closes, DRC joins the records

# LEA Pre-Reporting Data Validation Checking for Duplicate Records



1. Login to WIDA AMS > Student Management > Data Validation
2. Select a School & Grade > click “Show Students”
  - \*Each student should only show up once
  - Review student records for similarities:
    - Similar State EDUID numbers (possible error in bubbling)
    - Two records containing the same First and Last name with a different EDUID number

Possible Duplicate Records

Students				
Last Name	First Name	Grade	State Student ID	Status
StudentLast	StudentFirst	00	1111811111	Not Completed
StudentLast	StudentFirst	00	1111911111	Not Completed
Testing	WFT	00	1215645	Not Completed
LOne	Student	00	12312312312333	Not Completed
Robertson	Aaron	01	12341000	Completed
Robertson	Aaron	00	12341234123444	Not Completed
Robertson	Aaronagain	00	12341234134	Not Completed

# LEA Pre-Reporting Data Validation

## Things to Remember



- Districts/Schools WILL NOT have another opportunity to edit student data prior to reports being printed/posted to WIDA AMS
- Requires “Correction Primary Window” permission assignment in WIDA AMS
- Default status for all records is “Not Complete”
  - This does not mean the student did not complete ACCESS for ELLs
    - Complete indicates the record has been reviewed
  - Use student status (Not-Complete/Complete) to track progress
  - DRC will record any saved edits and is not based on the student status



# ACCESS for ELLs Participation Rate Appeals

Evidence Collection and Documentation



# ACCESS for ELLs Participation Rate Appeals Appeals Window



ACCESS Participation Rate Appeals Window  
May 23, 2022 – June 3, 2022 5:00PM MT





# ACCESS for ELLs Participation Rate Appeals



The ACCESS Participation Rate Appeals process provides districts the opportunity to adjust a district's English learner ACCESS participation rate. This may be achieved by submitting an appeal to have a student added to, or removed from the participation calculation

# ACCESS for ELLs Participation Rate Appeals

## ACCESS Participation Rate Calculation



Idaho Code 08.02.03. subsection 111.06. (a.- n.) requires all English learners take the annual English language proficiency assessment (ACCESS for ELLs)

$$\left\{ \begin{array}{l} \text{Number of English learners, including students whose parent/guardian has waived EL services, who} \\ \text{received a valid overall composite score or successfully appealed a partial score on ACCESS or} \\ \text{Alternate ACCESS} \end{array} \right\} \div \left\{ \begin{array}{l} \text{Number of English learners, including students whose parent/guardian has waived EL services, who} \\ \text{received a valid overall composite score or successfully appealed a partial score on ACCESS or} \\ \text{Alternate ACCESS} \\ \text{AND} \\ \text{Number of English learners, identified by February 25, 2022, who were enrolled on or before} \\ \text{February 25, 2022 through March 4, 2022 and did not participate in ACCESS or Alternate ACCESS} \end{array} \right\}$$

# ACCESS for ELLs Participation Rate Appeals

## ACCESS Appeals Scenarios



- Identified ELs with a complete ACCESS for ELLs test will not show up in the ACCESS Appeals Web application
- Students **with** an EL Status of LE, L1, or EW, who have a partial ACCESS for ELLs test or no record of taking ACCESS for ELLs, will be populated into the ACCESS Appeals web application as
  - EL Partial-Completer
  - EL Non-Completer
- Students who **DO NOT** have an EL Status of LE, L1, or EW, who have a partial ACCESS for ELLs test or Complete ACCESS for ELLs, record will be populated into the ACCESS Appeals web application as
  - Non-EL Partial-Completer
  - Non-EL Completer

# ACCESS for ELLs Participation Rate Appeals

## Student Status



- Students who are populated into the ACCESS Appeals web application will have one of the following Student Statuses

STUDENT STATUS	DESCRIPTION
<b>EL Non-Participant</b>	Student is listed as an English learner in ELMS but does not have any ACCESS test record.
<b>EL Partial</b>	Student is listed as an English learner in ELMS but does not have a complete ACCESS test record.
<b>Non-EL Completer</b>	Student is not listed as an English learner in ELMS and has a complete ACCESS test record.
<b>Non-EL Partial</b>	Student is not listed as an English learner in ELMS and has a partial ACCESS test record.

# ACCESS for ELLs Participation Rate Appeals

## ACCESS Appeals Outcomes



- Dependent of the student status a child may be included or excluded in the participation rate calculation

OUTCOME	DESCRIPTION
<b>Include – Non-Participant</b>	<i>Student is included in the participation rate calculation as a Non-Participant. Students with this outcome will appear in the denominator but not the numerator in the participation rate calculation.</i>
<b>Exclude</b>	<i>Student is excluded from the participation rate calculation. Students with this outcome will not appear in the numerator or denominator of the participation rate calculation.</i>
<b>Include - Participant</b>	<b>By default, you will not see this outcome in the appeals site.</b> However, if the SDE approves an appeal for a student to be included as a participant, the “Include - Participant” status will appear on the student’s record on the appeals site. Students with this outcome will appear in both the numerator and denominator in the participation rate calculation.

# ACCESS for ELLs Participation Rate Appeals

## Appeals Status



- Each student record can have one of several appeal statuses that change as you move through the appeals process

APPEAL STATUS	DESCRIPTION
Not Appealed	No appeal has been submitted for the student.
Not Submitted	The appeal was created but has not been submitted for the student.
Returned	The district has submitted an appeal for the student, and the appeal has been returned by the SDE to the submitter due to insufficient documentation/information. Until sufficient documentation/information is submitted, the student's status will not change.
Submitted	The district has submitted an appeal for the student, but the appeal has yet to be reviewed by the SDE.
Completed	The district has submitted an appeal for the student, and the appeal has been either approved or denied by the SDE.



# ACCESS for ELLs Participation Rate Appeals

## Things to Remember



- Students with an IEP or 504 plan who don't have a complete ACCESS for ELLs test are required to be appealed
- Submitted appeal outcomes may involve changes to ISEE or ELMS
  - Corrective actions must take place prior to the end of the appeals window
- Evidence should be provided to justify an appeal
- Ensure the SDE receives the appeal by selecting the "submit" button

# ACCESS for ELLs Participation Rate Appeals Recording Evidence



- Documentation to justifying an ACCESS Participation Rate Appeal should be collected and retained now
  - 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



# Resources

## Monthly Webinar Series



### ACCESS for ELLs: Interpreting & Sharing Score Reports

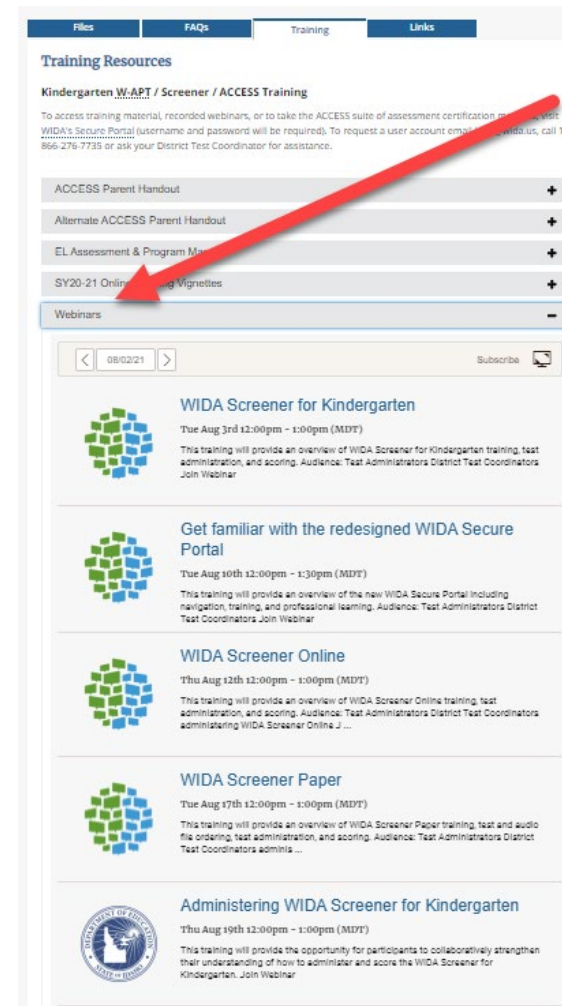
***Wednesday, April 27, 12:00PM – 1:00PM Mountain Time***

The Webinar will review how to interpret the various ACCESS for ELLs score reports and review the expectation of communicating and documenting student performance. In addition, the webinar will provide time to ask questions or discuss identified challenges.

### ELPA: the 2021-2022 in Review and Preparing for 2022-2023

***Wednesday, May 11, 12:00PM – 1:00PM Mountain Time***

The webinar gives participants an overview of the 2021-2022 ACCESS for ELLs test administration both highlights and areas for growth. The webinar presents the tentative trainings and opportunities for the 2022-2023SY. Participants are asked to submit feedback on the types of trainings and supports they would like to see or be modified for the 2022-2023SY. In addition, the webinar will provide time to ask questions or discuss identified challenges.



# Next Monthly Meeting



## ACCESS for ELLS: Interpreting & Sharing Score Reports

**Wed Apr 27th 12:00pm - 1:00pm (MDT)**

The Webinar will review how to interpret the various ACCESS for ELLs score reports and review the expectation of communicating and documenting student performance. In addition, the webinar will provid ...

[https://idahosde.zoom.us/meeting/register/tJcsduCpqzwqHtL\\_Qwy0WE9e\\_Tr87dW0meyT](https://idahosde.zoom.us/meeting/register/tJcsduCpqzwqHtL_Qwy0WE9e_Tr87dW0meyT)



# Open Discussion



# Open Discussion



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





# Thank you!



**Andrew Bennett** | English Language Proficiency Assessment Coordinator

State Department of Education

650 W State Street, Boise, ID 83702

208.332.6909

[abennett@sde.idaho.gov](mailto:abennett@sde.idaho.gov)

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

[www.sde.idaho.gov](http://www.sde.idaho.gov)



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