wida
for michigan

WIDA ACCESS and Alternate ACCESS for ELLs

Frequently Asked Questions (FAQ)

Office of Standards and Assessment
Michigan Department of Education

MICHIGAN Department of Education

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Contact Information

Below is a quick table to help direct your questions appropriately so that you can get answers efficiently, but when in doubt please make OSA (Office of Standards and Assessment) your first choice for who to call on assessment related questions:

Office of Standards and Assessment
1-877-560-8378, Option 7
Questions pertaining to the following:
1. W-APT/ACCESS for ELLs testing window
2. Guidance for participation criteria on the Alternate ACCESS for ELLs
3. BAA Secure Site information
4. BAA processes such as Pre-ID, Tested Roster, etc. Accountable Students and Test Verification has replaced the names, school's enrollment, student demographics, verify scanned answer documents and report students that did not test. This function was formerly known on the old Secure Site as Expected to Test, Tested Roster and Students Not Tested.
5. Login information (usernames/passwords) for access to the secure WIDA materials
6. Waivers
7. WIDA assessment professional development activities sponsored by OSA

Office of Field Services
517-373-6066
Questions pertaining to the following:
1. Entrance & Exit Protocol
2. Title III funding
3. Title III compliance and monitoring
4. WIDA standards professional development activities sponsored by OFS

WIDA Call Center
1-877-560-8378, Option 4 OR
1-866-276-7735
Questions pertaining to the following:
1. General WIDA information about standards and assessments

ACCESS for ELLs

GENERAL

1. What is WIDA?

WIDA (World-Class Instructional Design and Assessment) is a consortium of states dedicated to the design and implementation of high standards and equitable educational opportunities for English language learners. As of August 2013, the WIDA consortium consists of 31 states and territories plus Washington, D.C.

2. What is the ACCESS for ELLs?

ACCESS for ELLs is a standards-based, criterion referenced English language proficiency test designed to measure English language learners' social and academic proficiency in English. It assesses social and instructional English used within the school context as well as the language associated with language arts, mathematics, science, and social studies across the four language domains (reading, writing, listening and speaking).

3. Who can administer the ACCESS for ELLs?

There are three sets of criteria that administrators of the ACCESS for ELLs must meet.

(1) Educators must fall into one of the following categories in order to administer the ACCESS for ELLs:

– Educators who are district employees – must hold current State of Michigan teaching certificate, or
– Educators who are not district employees (retired teachers) – must hold current State of Michigan teaching certificate, or
– Paraprofessionals – must not be funded by Title III funds
– Substitutes

All of the above personnel must be trained and/or monitored in order to administer the assessment.

(2) Training:

All educators who will be administering the ACCESS for ELLs MUST go through WIDA's certification process and online modules and pass each quiz with an 80% or higher.

There are three modules each test administrator will need to watch which are each followed by a short quiz:

– **Group Test Administration Module**
  (approximately 20 minutes) + quiz (10 minutes)
– **Speaking Test Administration Module**
  (approximately 45 minutes) + quiz (15 minutes)
– **Kindergarten Test Administration Module**
  (approximately 45 minutes) + quiz (15 minutes)

(3) Monitoring

If districts choose to include paraprofessionals and substitutes in the administration of the ACCESS for ELLs, districts must make sure that these educators are monitored during the actual assessment. Monitoring is defined as intermittent observations of the test administration by a certified teacher.

4. Who takes the ACCESS for ELLs?

Any K-12 student enrolled in a public or charter school and is designated as needing EL services must be assessed on the ACCESS for ELLs. Students who are designated as having refused EL services are still required to take this assessment.

5. In what grades is ACCESS for ELLs given?

EL students in grades K-12 take the assessment. The ACCESS for ELLs includes five grade level spans:

- Kindergarten
- Grades 1-2
- Grades 3-5
- Grades 6-8
- Grades 9-12

6. What are the ACCESS for ELLs tiers?

ACCESS for ELLs has three tiers within each grade level span – A, B, and C – with the exception of kindergarten.

- Tier A contains items for English language proficiency levels 1-3, but targets the lowest levels, 1 and 2.
- Tier B covers English language proficiency levels 2-4, focusing especially on 3 and low 4.
- Tier C has items from English language proficiency level 3 to beyond 5, particularly focusing on the uppermost English language proficiency levels.

Please refer to the *Tier Placement Protocol* **to aid you in determining appropriate tiers during the Pre-ID window.**

7. Why is ACCESS for ELLs a tiered test?

The goal of the ACCESS for ELLs test is to determine ELs' level of English language proficiency and, at the same time, provide useful feedback to stakeholders. However, there are far too many model performance indicators in the English language proficiency standards to fit into a reasonable testing session. For any particular student, some of the questions on a comprehensive test might be dismissively easy, while others would be exactingly hard. In order to produce a valid test, it is important to avoid both possibilities by selecting an appropriate tier for each student.

8. What materials are included with ACCESS for ELLs material shipments?

- Student booklets
- Listening, reading and writing sections in a single, consumable booklet in which students directly respond rather than by using a separate answer document
- A reusable prop-up book for speaking; the test administrator records students' responses on a score sheet in the back of the student booklet
- Test administration manuals, including information for test coordinators

9. How will the ACCESS for ELLs be scored?

Sections of the ACCESS for ELLs will be scored in the following ways:

- Speaking: The speaking section will be scored by the test administrator as the student responds. The scores for each item will be recorded on the back inside cover of the students' test booklet and returned to MetriTech to compute overall speaking scores.
- Reading and Listening: The items for these two sections are all selected response (multiple-choice). They will be machine scored by MetriTech.
- Writing: This section contains constructed response items where students respond by writing directly on the page. These items will be scored by trained raters at MetriTech.

10. Does the ACCESS for ELLs comply with No Child Left Behind (NCLB)?

Yes. ACCESS for ELLs:

- Is anchored in state academic content standards and common English proficiency standards used within the WIDA states
- Measures progress in attaining academic and school related English across grade level clusters and English language proficiency levels up to and including full English proficiency
- Assesses each language domain (listening, speaking, reading, and writing) separately to generate individual subscale and composite scores (including comprehension)
- Meets rigorous psychometric standards for test reliability and validity for ELLs in grades K-12
- Provides relevant data for local and state accountability purposes in addition to information for classroom, bilingual, and English as a second language (ESL) teachers and administrators

11. Is ACCESS for ELLs a secure test?

Yes. Individual test administrators must be trained in its administration and have agreed to maintain the security of test questions. Tests arrive at districts or schools, are kept as secure as other state assessments, and are administered following standard procedures. Tests are promptly boxed and returned to the vendor for scoring and reporting. No photocopies of any materials are to be made. Please refer to the *Assessment Integrity Guide* for more information.

12. Will previous editions of the ACCESS for ELLs be released?

The WIDA Consortium has released *sample test items* that are no longer in use for teacher reference and student practice. There are currently no plans to release complete editions of tests.

13. Can Title III money be used for ACCESS for ELLs?

Title III money cannot be used for anything related to the administration of ACCESS for ELLs. This includes attending training for these assessments, hiring substitute teachers to free up district teachers to give the assessment or any other costs associated with either assessment. If you have further questions regarding how you can use Title III funds, please contact the Office of Field Services at 517-373-6066.

14. Can private schools take the ACCESS for ELLs?

Yes. Please contact the Office of Standards and Assessment at 877-560-8378, option 8 for more information.

ACCOUNTS

15. Is the ACCESS training account the same as the W-APT account?

No, the ACCESS for ELLs training course and W-APT accounts are independent of each other. Each district is given one login for W-APT. However, each person who will be administering the ACCESS for ELLs must have his or her own unique login for the ACCESS online training course. The district test coordinator can use the *WIDA Account Creator* to create individual accounts for themselves and those administering the ACCESS for ELLs assessment. Please refer to the 2013-2014 WIDA Professional Development Plan and Calendar at *www.michigan.gov/wida* for more information.

16. What does my ACCESS for ELLs account give me access to?

The district test coordinator (DTC) will have access to all of the ACCESS for ELLs training and quizzes. Please refer to the 2013-2014 WIDA Professional Development Plan and Calendar at *www.michigan.gov/wida* for more information about requirements for training.

17. How do I delete or update previously registered ACCESS for ELLs test administrators whose information is incorrect?

If you provide WIDA with the account information you'd like added or deleted through *WIDA Help*, they can take care of it for you. Each individual user also has the ability to modify his or her own account information (i.e. email address, district affiliation, position type, and password) by logging in and clicking on "My Account" in the green menu on the left side of the page.

18. I have never received the login information for the ACCESS for ELLs. What should I do?

If you think that you have been registered but have not received your enrollment email, please check your spam or junk mail folders or contact your district IT staff. Meanwhile, make sure that you have your spam filter inactivated or ensure that your filters will accept mail from *help@wida.us* and *widahelp@wcer.wisc.edu*. If you created your own account but did not receive the enrollment email, you can still try logging in with the username and password you submitted. If that doesn't work, contact WIDA through WIDA Help or by calling the help desk at 866-276-7735 to request assistance.

19. I have my username and password, but the system still does not allow me to log in.

Make sure you are logging into the correct website (*www.wida.us*). If it does not work, contact WIDA through *WIDA Help* or by calling the help desk at 866-276-7735 to request assistance.

20. I lost my username and/or password. What should I do?

Users may look up their passwords by typing their email addresses into WIDA's *password lookup form*. This system will generate an email to you which contains your usernames and password. If this system does not work for any reason, please email WIDA at *help@wida.us* with your first name, last name, district name, school email address, and phone number. WIDA will contact you to remind you of your login information within one business day.

TRAINING

21. Do I need to attend an ACCESS for ELLs training?

You do not need to attend an in-person training, however there are a number of pre-recorded webinars that anyone planning to administer the ACCESS for ELLs must watch. Please refer to the Professional Development Plan and Calendar at *www.michigan.gov/wida* for information on training requirements.

22. Can I print out a list of the test administrators who passed the quizzes?

Yes. You can print off the whole page, download the information as a spreadsheet, or search for them individually by name and then check their quiz grades and print their certificates. Otherwise, you can ask teachers to print out a copy of their quiz grades when they have finished and give a hard copy to you for your records. Teachers can do this by either printing off the "My Quizzes" page, or by printing the certificate. It is strongly recommended that districts keep track of those who have passed the quizzes in the event of a Title III or Assessment Office monitoring.

23. I am a test administrator for ACCESS for ELLs. I passed the quizzes, but where can I get my certificate or where can I print out the grade reports?

If you take the quizzes, you will have a grade. If you need tangible evidence, you can go to the "My Quizzes" section of the online course under "My ACCESS Training" and print out the quiz scores. This page can be printed as proof that you successfully completed the training, or you may click the button at the top of the page that says "View Certificate." You may also print the certificate showing the dates on which you passed each quiz.

NEW STUDENTS

24. What do we do if an ELL student moves to our district from a different district and the student completed some of the ACCESS for ELLs assessment there?

If a student begins, but does not finish, taking the ACCESS for ELLs assessment in one district and moves to another district during the testing window, the student's incomplete assessment should be forwarded to the new district. The new district will simply need to complete the assessment and return materials to MetriTech.

25. What do we do if we receive a new ELL student into our district during the ACCESS for ELLs testing window?

If the student moves in after the ACCESS for ELLs testing window has already begun, all required entry procedures must be followed. This means assessing the student with the W-APT to determine eligibility and then assessing the student with the ACCESS for ELLs if it's determined that the student is eligible for EL services.

PRE-ID

26. When can I order Pre-ID labels?

The Pre-ID ordering window for 2014 is from December 2, 2013 – January 10, 2014.

27. My district did not order the Pre-ID labels in time. Is there anything to do now?

If districts do not submit data for Pre-ID labels by January 10, students will still need to be pre-identified in the Secure Site, it will be necessary to bubble in all demographic data on the test booklets. For information about hand bubbling, please refer to pages 19-23 of the *ACCESS for ELLs District & School (Grades 1-12) Test Administration Manual*. It is important

to note that student barcode numbers must be bubbled in the "State Defined Optional Data" field. If the student is homeschooled, a "1" must be bubbled in the first space of the "District Defined Optional Data" field.

28. What do I do if the information on the Pre-ID labels is incorrect?

Since reports will contain student information exactly as it appears in your file, check the pre-ID labels carefully to be sure that the information provided is correct. If ANY information on the label is incorrect, DO NOT USE the label. If the label is not used, the student information sheet must be hand bubbled. Please note that you will not be able to print and affix labels from the Secure Site to WIDA materials. For information about hand bubbling, please refer to pages 19-23 of the ACCESS for ELLs District & School (Grades 1-12) Test Administration Manual.

29. What do I do with an incorrect Pre-ID label?

If you have received an incorrect Pre-ID label, simply destroy that label. You will then have to hand bubble the demographic information for that student. For information about hand bubbling, please refer to pages 19-23 of the ACCESS for ELLs District & School (Grades 1-12) Test Administration Manual.

ORDERING OF MATERIALS

30. How does one determine tier placement?

ACCESS for ELLs uses Tiers (A, B, or C) to maximize accuracy and validity of test results, allowing students to avoid responding to questions that are inappropriately difficult or easy. For placement into the appropriate Tier, ELs must meet at least ONE of the criteria listed for the Tier. Districts MUST determine a Tier for all students. WIDA has provided a brief instructional video on how to determine tier placement: *http://www.wida.us/ assessment/ACCESS/TierPlacementTutorial/player.html*

Level 1 Entering	Level 2 Beginning	Level 3 Developing	Level 4 Expanding	Level 5 Bridging

ACCESS for ELLs®: TIER A

ACCESS for ELLs®: TIER B

ACCESS for ELLs®: TIER C

Level 6 - Reaching

TIER A is most appropriate for English language learners who:

- have arrived in the U.S. or entered school in the U.S. within this academic school year without previous instruction in English, OR
- currently receive literacy instruction ONLY in their native language, OR
- have recently tested at the lowest level of English language proficiency

TIER B is most appropriate for English language learners who:

- have language proficiency and some, but not extensive, academic language proficiency in English, OR
- have acquired some literacy in English, though have not yet reached grade level literacy

TIER C is most appropriate for English language learners who:

- are approaching grade level in literacy and academic language proficiency in the core content areas, OR
- will likely meet the state's exit criteria for support services by the end of the academic year

31. What if I need to order more test booklets for ACCESS for ELLs? Is there a deadline?

Each district will receive a 5% overage of materials, so please use all materials from the district overage before requesting additional materials from MetriTech. If additional materials are needed, you may email requests for materials to MetriTech, Inc at *wida@metritech.com* and include the district name, address, and contact person in the email. Also, specify the grade and tier level for each booklet requested, and number needed.
If additional materials cannot be ordered by email, FAX the Additional Materials Order form to MetriTech, Inc., at (217) 398-5798. Please WAIT and ORDER Materials ONCE for your district. Please also note that there is a DEADLINE for ordering test materials (generally the deadline is two weeks prior to the close of the test window). Contact MetriTech at 800-747-4868 to see if you can meet the deadline.

MATERIALS

32. What ACCESS for ELLs materials will we receive?

The District box (labeled Box #1) will include:

- District Packing List (plus a copy of each school's Packing List)
- District/School Test Administration Manual: 1 per district plus 1 per school
- Test Administration Scripts: 1 per 10 (classroom size groups)
- Speaking Tests: 1 per 10 (classroom size groups)
- Overage of Listening, Reading, and Writing Series 101 test booklets for each grade and tier ordered for the district
- Pre-ID Labels for each school (if ordered)
- Return Instructions Packet including:
    - Return instructions
    - UPS A.R.S label(s) for return of documents (1 per box shipped)

The Material boxes will include:

- School Packing List
- Grade/Tier Header Sheets
- Documentation of Materials Not Returned Form
- District/School Test Administration Manual
- Test Administration Scripts
- Speaking Tests
- Listening, Reading and Writing Series 101 test booklets for each grade/tier being tested (this booklet includes a score sheet in the back to record the Speaking test scores). Use the "Documentation of Materials Not Returned Form" if there is a discrepancy between the packing list and the materials that you received.

33. What if I notice a discrepancy between the Packing List and the materials I received for ACCESS for ELLs?

District test coordinator for ACCESS for ELLs: Any discrepancies between the Packing List and materials that are received must be documented on the Documentation of Materials Not Returned Form.

School test coordinator for ACCESS for ELLs: If there is any discrepancy or if additional materials are needed, notify your district test coordinator at once. Your district test coordinator for will provide the additional materials from overage.

ACCOMMODATIONS

34. Can test administrators give ACCESS for ELLs to a student in his or her native language?

No. Because ACCESS for ELLs is an assessment of English language proficiency, giving it to a student in a language other than English would change what it is measuring. Therefore, NO USE OF A LANGUAGE OTHER THAN ENGLISH

for interpreting test items is allowed. However, limited use of the student's home language for giving directions is allowable. Please refer to Michigan's *Assessment Accommodation Summary Table* for further guidance.

35. Are EL students required to take ACCESS for ELLs even though they are receiving special education services?

Yes, they need to be included in the annual English language proficiency assessment, but they may take it with accommodations that are appropriate for the child's specific disability as written in their IEP.

36. Are the test administrators allowed to use accommodations on ACCESS for ELLs for students with disabilities?

Yes, many types of accommodations can be made to ACCESS for ELLs for students whose disabilities preclude them from participating in the assessment as it is typically administered. The key criterion for determining whether a particular accommodation is allowable is to decide whether it will compromise the validity of ACCESS for ELLs as an assessment of English language proficiency. Please consult the student's Individual Education Plan (IEP) and teachers who work with the child for guidance on which types of accommodations would be helpful to that student. Please refer to Michigan's *Assessment Accommodation Summary Table* for further guidance.

37. Is there a Large Print version available of ACCESS for ELLs?

Yes, a large print version is available. Simply choose that option when ordering materials in the Secure Site or through MetriTech.

38. Is there a Braille version available of ACCESS for ELLs?

Yes, a braille version of ACCESS for ELLs is available for the Reading and Writing domains for students in grades 3 – 12.

ADMINISTRATION

39. What is the first thing I should do before testing ACCESS for ELLs?

District test coordinator for ACCESS for ELLs: When materials arrive, it is imperative that you inventory each shipment. The Packing Lists should be compared with the test materials in all boxes, including School boxes, to ensure that there are no discrepancies and sufficient materials have been ordered.

School test coordinator for ACCESS for ELLs: Inventory all boxes immediately upon arrival from the district coordinator for ACCESS for ELLs and verify that there are enough testing materials. Count out test booklets for each class in your school. If pre-ID labels were not ordered or if any pre-ID label contains incorrect information, the necessary student

demographic information must be hand bubbled. For information about hand bubbling, please refer to pages 19-23 of the ACCESS for ELLs District & School (Grades 1-12) Test Administration Manual.

40. What is the administration time of the ACCESS for ELLs?

- LISTENING: 25 minutes (group administered)
- SPEAKING: up to 15 minutes (individually administered)
- READING: 35 minutes (group administered)
- WRITING: 60 minutes (group administered)

ACCESS for ELLs is not a timed test; these times are approximate and vary slightly by grade level cluster, tier, and levels of English language proficiency. A tier A first grader, for example, may finish the writing section of the test within 20 minutes whereas an 11th grade student taking the tier C test would probably need 60 minutes to complete the writing section.

41. Does the test need to be administered in one sitting?

No, the test does not have to be administered in one sitting; however administration can occur in a single sitting at your discretion. At minimum, administration needs to use the following format

- Writing – Completed in one sitting
- Speaking – Completed in one sitting
- Reading and Listening – Completed in one sitting

42. Within a grade level cluster, can the tiers be combined for the group administered parts of the ACCESS for ELLs test?

No. Items, practice items, and scripts across tiers are different, therefore students taking different tiers cannot be in a room together. Furthermore, in all language domains (sections), each tier has its own administration directions and, in many cases, the practice items that the group reviews together are not the same across tiers.

AFTER TESTING

43. The ACCESS for ELLs testing window is over. What do I do now?

School test coordinator: Collect test materials from test administrators. ALL test materials must be accounted for. Check the test booklets to be sure that the student information section of each booklet has a Pre-ID label affixed or that the student demographic information has been completed appropriately. Give all materials to the district test coordinator.

District test coordinator: Collect all test materials from the school assessment coordinators. Using the Packing List, verify that all materials have been received from the school assessment coordinators. Be sure to include the materials from the district overage. Verify that the following are accurate on each Grade/Tier Header Sheet:

- District and School Name
- Number of materials under this header
- Proper Grade and Tier recorded

MetriTech has prepared **UPS Return Shipping Instructions** and test booklet **Return Packing Instructions** for coordinators to use as they receive, distribute, collect, and return test materials (see Downloads & Products at top right). The following are specific guidelines for handling and returning materials:

- Use the same box(es) that you receive from MetriTech containing the test materials to return them.

- Return Shipping Instructions and A.R.S. shipping labels will be included in the original shipment to the district.

Return instructions from the school to the district:

- After all test booklets, scripts, manuals, and auxiliary materials have been collected, use the Security Checklist provided to verify that all serial numbers assigned to your school have been collected.

- Test materials should first be divided into scorable and Unused/Non-scorable piles.
  - Scorable is for all test booklets that need to be scored.
  - Unused/Non-Scorable is for any unused test booklets, scripts, manuals, Kindergarten ancillary kits, and completed or partially completed test booklets that should NOT be scored

- Scorable test booklets then need to be categorized by grade level cluster and tier. Each stack requires a separate School Header sheet to be placed on top. The School Header sheet should be filled out with the grade level cluster, tier, and total number of booklets for that stack.

- Unused and Non-scorable test booklets should be placed under the Unused and Non-Scorable Test Materials header sheet.

Return instructions from the district to MetriTech:

The following 7-minute video demonstrates how to pack test booklets for return shipping: *http://www.wida.us/get.aspx?id=603*

- After receiving all materials from each school, use the Packing List to verify that all materials have been returned.

- Verify that the information on the School Header sheets match the stack of booklets under each sheet.

- Scorable test booklets should be bagged up in increments of 20 (60 for Kindergarten test booklets). If there are more than 20 test booklets for a school header sheet, complete a header sheet for the total number of test booklets and put it in the first bag. Pack the remaining books in subsequent bags, identify them with the school name and make sure they are put under the first bag containing the header.
  - More than one header with tests booklets can go in a bag. For example, a header with 10 booklets, another header with 4 booklets, and a header with 6 booklets can all go in one bag.

– More than one school's materials can go in a bag. For example, a header for School A with 15 test booklets and a header for School B with 4 test booklets can all go in one bag.

- Consolidate the Unused and Non-Scorable Test Materials piles from each school and package them up in the last box(es).
- Complete the District Shipping Form with the number of boxes being returned and place it on top of Box 1.
- Follow the return instructions packet to arrange a UPS pickup.

SCORE REPORTS

44. Will I receive student labels?

No. Instead of a student label, districts will receive a variety of printed score reports.

45. What information is included in the score reports for ACCESS for ELLs?

The following reports will be issued:

- Individual student report for Parent/Guardian (translated versions are available in 32 languages)
- Individual student report for Teachers
- Student roster by grade for each school
- Frequency distribution by English language proficiency level for each school by grade

The Teacher Report will also give each student's raw scores for each standard to help them better understand their students' strengths and weakness as demonstrated on ACCESS for ELLs.

46. What do districts need to do with their ACCESS results?

Districts need to keep results in the students' cumulative folder. Additionally, districts are required to share the results with the parents. It is also strongly recommended that the results be shared with the teachers of the student.

47. Is there an interpretation guide?

Yes, there is an interpretation guide. The guide is available at *http://wida. wceruw.org/assessment/ACCESS*. A reminder message will be sent to district test coordinators when score reports are shipped out.

ALTERNATE ACCESS for ELLs

GENERAL

1. What is the Alternate ACCESS for ELLs?

The Alternate ACCESS for ELLs is an assessment of English language proficiency (ELP) for students in grades 1 -12 who are classified as English learners (ELs) and have significant cognitive disabilities that prevent their meaningful participation in the ACCESS for ELLs assessment.. This is not an assessment for students who need accommodations only. Please refer to the Alternate ACCESS for ELLs guidance document at *www.michigan.gov/wida* for more information on determining who should take this assessment.

2. Who can administer the Alternate ACCESS for ELLs?

See #3 on page 1.

3. In what grades is Alternate ACCESS for ELLs given?

EL students in grades K-12 take the assessment. The ACCESS for ELLs includes four grade level spans:

- Grades 1-2
- Grades 3-5
- Grades 6-8
- Grades 9-12

4. Is Alternate ACCESS for ELLs a tiered test, like ACCESS for ELLs?

No, Alternate ACCESS for ELLs uses a single form per grade cluster; it is not a tiered test. Rather, it was designed to expand upon Level 1 – Entering, by increasing the sensitivity of the measure for students who have significant cognitive disabilities.

5. What materials are included with Alternate ACCESS for ELLs material shipments?

- Student response booklets
- Test Booklets
- Test Administrator's Script
- Test Administration Manual

6. How will the Alternate ACCESS for ELLs be scored?

All sections of Alternate ACCESS for ELLs are scored by the test administrator. Detailed guidance on the administration and scoring of test sections is contained in Sections 6, 7, 8, and 9 of the Alternate ACCESS Test Administration Manual.

7. Does the Alternate ACCESS for ELLs comply with No Child Left Behind (NCLB)?

The No Child Left Behind Act (NCLB; 2001) requires that all students identified as ELLs be assessed annually for English language proficiency, including students who receive special education services. The Individuals with Disabilities Education Act (IDEA; 2004) also mandates that students with disabilities participate in state-wide and district-wide assessment programs, including alternate assessments with appropriate accommodations, when it is documented in their Individualized Education Programs (IEP). For this reason, WIDA created the Alternate ACCESS for ELLs to meet federal accountability requirements and to provide educators with a measure sensitive to English language proficiency growth of ELLs with significant cognitive disabilities.

8. Is Alternate ACCESS for ELLs a secure test?

See #11 on page 5.

Will previous editions of the Alternate ACCESS for ELLs be released?

The WIDA Consortium has released *sample test items* that are no longer in use for teacher reference and student practice. There are currently no plans to release complete editions of tests.

9. Can Title III money be used for Alternate ACCESS for ELLs?

See #13 on page 6.

10. Can private schools take the Alternate ACCESS for ELLs?

See #14 on page 6.

ACCOUNTS

11. Does my ACCESS for ELLs Training Account allow me to review Alternate ACCESS for ELLs training information?

Yes. For more information on accounts, please refer back to the ACCOUNTS section beginning on page 6.

TRAINING

12. Is there training available for the Alternate ACCESS for ELLs?

Yes, training is available and required. Please refer to the professional development plan and calendar available at *www.michigan.gov/wida* for more information.

NEW STUDENTS

(Refer back to page 8. New student information is the same for Alternate ACCESS for ELLs.)

PRE-ID

(Refer back to page 8. Pre-ID information is the same for Alternate ACCESS for ELLs.)

MATERIALS

13. What Alternate ACCESS for ELLs materials will we receive?

The District box (labeled Box #1) will include:

- Master Materials List
- School Materials List (Test Coordinator's copy, one for each school)
- Test Security Policy
- Agreement to Maintain Confidentiality
- Documentation of Materials Not Returned
- Additional Materials Order Form
- School Header Sheet (non school specific)
- Unused and Non-Scorable Test Materials
- District and School Test Administration Manual

Return Shipping Instructions Bag

- Return Shipping Instructions/Shipping Form
- Return Materials Packing Instructions
- Returning Materials to MetriTech
- RS Shipping Labels
- Plastic Bags (12x15)

School Bags (in Box 1, one for each participating school in the district)

- School Materials List
- School Header Sheet (school specific)
- Unused and Non-Scorable Test Materials
- Pre-ID Labels (if provided)
- District and School Test Administration Manual

Box/Boxes Containing Test Materials

- Exact quantities based on State or District order

14. What if I notice a discrepancy between the Packing List and the materials I received for Alternate ACCESS for ELLs?

ACCOMMODATIONS

15. Can test administrators give the Alternate ACCESS for ELLs to a student in his or her native language?

See #34 on page 11.

16. Are EL students required to take Alternate ACCESS for ELLs even though they are receiving special education services?

See #35 on page 12.

17. Are the test administrators allowed to use accommodations on ACCESS for ELLs for students with disabilities?

See #36 on page 12.

18. Is there a Large Print version available of Alternate ACCESS for ELLs?

See #37 on page 12.

19. Is there a Braille version available of Alternate ACCESS for ELLs?

No, a braille version of Alternate ACCESS for ELLs is not available.

AFTER TESTING

(Refer back to page 13. After testing information is the same for Alternate ACCESS for ELLs.)

SCORE REPORTS

20. Will I receive student labels?

No. Instead of a student label, districts will receive an individual student report for Parent/Guardian and Teachers (translated versions are available in 32 languages).

21. What information is included in the score reports for ACCESS for ELLs?

One report is available for the Alternate ACCESS for ELLs, the Individual student report for Parent/Guardian and Teachers (translated versions are available in 32 languages).

22. What do districts need to do with their Alternate ACCESS results?

Districts need to keep results in the students' cumulative folder. Additionally, it is required that districts share the results with the parents of the student. It is also strongly encouraged that results are shared with the students' teachers as well

23. Is there an interpretation guide?

Yes, there is an interpretation guide. The guide is available at *http://wida.us/get.aspx?id=571*. A reminder message will be sent to district test coordinators when score reports are shipped out.