2023 ACCESS for ELLs Data Validation Training

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Logistics for This Session

• Questions may be asked at any time using the Q&A feature on the Zoom Webinar screen.
  • Questions about a specific student should be sent by email to access@mass.gov.
  • Some questions may be covered during the presentation.
  • Answers will be provided in the Q&A feature.
1. Data Validation Windows and Participation Requirements
2. Data Validation Access and Support
3. Tasks to Complete During Data Validation
4. Additional Resources and Support
1. ACCESS Data Validation
Windows and Participation Requirements
## 2023 ACCESS for ELLs: Important Dates

<table>
<thead>
<tr>
<th>Category</th>
<th>Event Description</th>
<th>Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Before Testing</strong></td>
<td>Test administrators complete <a href="#">online training</a> and obtain necessary certifications.</td>
<td>October 2022 – February 2023</td>
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<tr>
<td></td>
<td>DESE orders test materials</td>
<td>November 21, 2022</td>
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<td></td>
<td>Online test set-up (schools review and update student test session information in WIDA AMS as needed)</td>
<td>December 1, 2022 – February 10, 2023</td>
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<td></td>
<td>Schools receive test materials</td>
<td>January 3, 2023</td>
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<tr>
<td></td>
<td>Schools order additional materials, if necessary</td>
<td>January 3 – February 3, 2023</td>
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<tr>
<td><strong>Test Administration</strong></td>
<td><strong>Administer ACCESS for ELLs tests</strong></td>
<td>January 5 – February 10, 2023</td>
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<td><strong>Alternate ACCESS for ELLs Field Test</strong></td>
<td>February 14 – April 17, 2023</td>
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<tr>
<td><strong>After Testing</strong></td>
<td>Schedule UPS pickup of paper testing materials</td>
<td>February 13, 2023</td>
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<td>Deadline for UPS pickup</td>
<td>February 14, 2023</td>
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<tr>
<td><strong>Before Results are Reported</strong></td>
<td><strong>Pre-reporting Data Validation – LEAs in WIDA AMS</strong></td>
<td>March 27 – 31, 2023</td>
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<td><strong>Results Reported</strong></td>
<td>Results posted in WIDA AMS</td>
<td>May 12, 2023</td>
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<td>Results (paper) sent to schools and districts</td>
<td>May 17, 2023</td>
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<tr>
<td><strong>After Results are Reported</strong></td>
<td><strong>Post-reporting Data Validation – LEAs in WIDA AMS</strong></td>
<td>May 17 – 25, 2023</td>
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<td></td>
<td>Validated and corrected results posted in WIDA AMS</td>
<td>June 9, 2023</td>
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Participation Requirements

• **Students in K–12 must take ACCESS for ELLs** if they:
  • were reported as EL in the October 2022 SIMS, OR
  • arrived after October 2022 SIMS and will be reported as EL in March 2023 SIMS

• **Students should be considered for Alternate ACCESS for ELLs** if they:
  • Meet the above criteria **and** the criteria found in the “Participation Guidelines: Which Students Should Take the Alternate ACCESS for ELLs?”

• **Students are not required to take ACCESS for ELLs** if they are:
  • reported as EL in October 2022 SIMS, but **exited** EL status before testing began (i.e., before January 5, 2023), OR
  • in kindergarten and have significant cognitive disabilities and would take the Alternate ACCESS if it were available

Students who were not tested but were required to be tested should have ABS selected in the Do Not Score section for domains not tested.
English learners meeting the following criteria are **not** required to take up to two sections of ACCESS for ELLs:

- **Sensory: Hard of Hearing or Deaf**: Listening and Speaking not required
- **Sensory: Vision Impairment or Blind**: Listening and Speaking not required
- **Nonverbal (or selectively mute)** and does not use AAC device: Speaking not required
- **Receives “special access” read-aloud accommodation on MCAS ELA**: Reading not required

See page 5 of the Principal’s Pre-Administration Manual for ACCESS for ELLs: Tasks to be Completed in 2022-2023.

Students with one of the above exemptions should have **SPD** selected in the Do Not Score section for domains not taken.
2. Data Validation Access and Support
How do I access On-Demand, Translated or Updated Reports for ACCESS testing?

How do I download ACCESS for ELLs reports?

How do I monitor test completion at the district level?

- If conducting Data Validation in WIDA AMS — 1. How do I review Student Demographics, Accommodations and Do Not Score Codes?

- If conducting Data Validation in WIDA AMS — 2. How do I identify duplicate students and how do I correct them?

- If conducting Data Validation in WIDA AMS — 3. How do I export student information and review the data?

What are the different types of ACCESS and Alternate ACCESS Reports?

- What is Data Validation and who is responsible for it?

Why are my ACCESS scores missing?
DRC Live Chat
WIDA AMS User Guide Supplement for Data Validation

This document is a supplement to the WIDA Assessment Management System (WIDA AMS) User Guide. This supplement describes how to complete the Data Validation process in WIDA AMS. Data Validation only applies to the ACCESS for ELLs suite of assessments.

Resource Details  Download Resource
3. Tasks to Complete During Data Validation
School Test Coordinators verify and update student demographics in WIDA AMS: first and last name, district and school, grade, SASID, date of birth.

View and update Do Not Score codes and accommodations used during testing. Do not change RA, MC or ES accommodations, however.

Data Validation process ensures that complete and accurate reports (electronic and printed) will be available to your school.

More information is available in the WIDA AMS User Guide Supplement for Data Validation in the WIDA Secure Portal Resources section.
To access Data Validation in AMS:
- Log in to your AMS account
- Click on the Add/Edit/View Students tile
- Click on the Data Validation tab
Data Validation

All Applications>Add/Edit/View Students>Data Validation

[Image of Data Validation interface with fields for District, School, Grade, and Status, along with instructions for Find Students and Status Report.]
Data Validation
• **First and Last Name** – ensure names are not transposed and that spelling, hyphens, and spaces are correct
• **District and School**
• **Grade**
• **SASID** – the SASID is a 10-digit number. It should be the same as the state student ID used for SIMS
  • Not placeholder numbers
  • Not district ID numbers
• **Date of Birth** – if the student has two records and one has a date of birth and the other does not, make sure both records have a date of birth.
Do Not Score codes are in the “Test Results” tab

- Test scores will be reported in AMS on **May 12**
- Paper ISRs will arrive in schools on **May 17**
**Do Not Score Code - SPD**

- Do Not Score Code “SPD” should be selected in cases where a student did not complete a domain(s) because of an unavailable accommodation or specific disability, including:
  - students with a **vision** or **hearing** impairment who cannot take the Listening and/or Speaking domain tests, OR
  - students who have **ELA “special access” read-aloud accommodation**, which is unavailable for the ACCESS Reading test, OR
  - students who are **non-verbal/selective mute** and cannot take the Speaking domain test.

If Do Not Score code SPD is not selected and the domain is not administered, the student will count as absent.
Other Do Not Score Codes

• Do Not Score codes must be reviewed during the Pre-Reporting Data Validation window to ensure results are not accidentally suppressed.

• Absent (ABS) should be selected for a domain if the student was absent for that domain during the entire testing window, or was present but did not attempt the domain and does not meet the criteria for SPD. Requires DRC intervention if accidentally applied.

• Invalidate (INV) can only be selected by DESE.

• There is also an opportunity during the Post-reporting Data Validation to remove codes accidentally applied. Errors can only be corrected during the data validation windows.
• If the student used accommodations on the test, they should be reflected in AMS. Review and edit, if necessary, during Data Validation.
• If the student did not use accommodations on the test, they should be unselected.
• **MC, RA, and ES should not be added or removed.** If they were selected during testing (correctly or incorrectly) they should remain selected in Data Validation.
• Next year, verify appropriate accommodations prior to testing. Accommodations should be in the IEP.
Second chance to unite students’ records and correct demographic information
A complete record contains all domain test results in a single report
Slight differences in records may prevent receiving an overall score (e.g., name transposed, SASID incorrect, date of birth on one record only, etc.)
Correct these errors in WIDA AMS between **May 17–25, 2023**:

<table>
<thead>
<tr>
<th>First name, last name</th>
<th>Date of Birth</th>
<th>SASID</th>
</tr>
</thead>
<tbody>
<tr>
<td>District, school</td>
<td>Do Not Score codes</td>
<td></td>
</tr>
<tr>
<td>Grade</td>
<td>Accommodations selected are those that were used</td>
<td></td>
</tr>
</tbody>
</table>

Updated results will be available in WIDA AMS on June 9, 2023

Service Now Form: Test Discrepancies - Request a Scoring Appeal or Test Booklet
Search must be received by **June 15, 2023**.
4. Additional Resources and Support
Email, Phone and Chat Support

- **Department of Elementary and Secondary Education**
  - 781-338-3625
  - access@mass.gov

- **Data Recognition Corp (DRC) Help Desk**
  - 855-787-9615
  - WIDA@datarecognitioncorp.com
  - **NEW:** Live chat in WIDA AMS
    - To access live chat, sign in to WIDA AMS, go to My applications>DRC Customer Service>Live Chat
THANK YOU

The Office of Student Assessment Services

781-338-3625
access@mass.gov

www.doe.mass.edu/mcas/access

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