

This document contains guidance on the identification and placement process for newly arrived English learners in your state. WIDA and your state education agency have worked together to provide this outline of policies, procedures, assessment options, test administrator training requirements, and criteria for placement in EL services. This document is updated each spring and throughout the year per SEA request.

For questions related to state policy, please contact:

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For questions related to WIDA’s website, resources, or assessments, please contact the WIDA Client Services Center at help@wida.us or (866) 276-7735.

Initial Assessment and Identification

Questions/Topic	State-specific Guidance
Process Overview	<p>Give each new student in the district the Home-Language Survey (HLS) for identification purposes.</p> <p>If the answer to any of the 4 required HLS questions is any language other than English, then administer the screener.</p>
Timelines	<p>The results of the screening assessment must be shared with parents within the first 30 calendar days of enrollment or 2 weeks of enrollment during the school year.</p>

Initial Assessment and Identification

Home Language Survey	<p>The 4-required home-language survey questions are:</p> <ul style="list-style-type: none"> • What is the language most frequently spoken at home? • Which language did your child learn when he/she first began to talk? • What language does your child most frequently speak at home? • What language do you most frequently speak to your child?
State Approved Assessments	<p>State approved assessments:</p> <ul style="list-style-type: none"> • WIDA Screener for Kindergarten is the state approved screener for kindergarten • WIDA Screener Online is the state approved assessment for grades 1-12 <p>WIDA Screener Paper may be needed for ELLs if:</p> <ul style="list-style-type: none"> • student’s accommodations for WIDA testing require the paper screener, • student doesn’t have formal education prior to entering the U.S., or • the student has religious beliefs and can’t take the WIDA Screener Online because of technology
Paper Based Screener Costs	<p>The Kentucky Department of Education (KDE) pays for the WIDA Paper Screener. Districts needing the WIDA Paper Screener will have to contact Chris Williams by August 1 to get those materials purchased by the KDE.</p> <p>For more information, go to the WIDA Store.</p>
Identification/Placement Criteria	<p>Exit Criteria:</p> <p>Kindergarten: Will be exit after taking Kindergarten ACCESS and scoring a CPL \geq 4.5 Grades 1-12: Tier B/C only, CPL \geq 4.5</p>

Initial Assessment and Identification

	<p>Identification Criteria: Students in grades 1-12 who receive an overall composite score of 4.5 on the WIDA Screener do not qualify for EL services. First semester of grade 1 will take the kindergarten screener in two domains and will not be able to exit. Second semester grade 1 students will take the Grade 1 online screener in all four domains and can exit if the student scores an overall composite of a 4.5. Please see the Test Administration Manual for details on when to give the screener to students in the two semesters and at what grade level.</p> <p>Regardless of WIDA Screener for Kindergarten score results, Kindergarten students will be able to exit after taking Kindergarten ACCESS w/ a CPL \geq 4.5</p>
<p>Other Useful Resources or Information</p>	<ul style="list-style-type: none"> • The results of the screening assessment must be shared with parents within the first 30 calendar days of enrollment or 2 weeks of enrollment during the school year. • Scores and date of administration from the WIDA Screener for Kindergarten and the WIDA Screener (Online/Paper) must be entered by the district into Infinite Campus (IC). Please refer to the English Learner (EL) Data Standards for IC on the KDE website. • If an exited EL student needs to be enrolled back in an EL program, then he or she will need to be screened and will take ACCESS. • Students with disabilities will take the WIDA Screener with the appropriate accommodations. • 1st semester Kindergarten students will be assessed in the domains of Listening and Speaking only. • Information about the WIDA Screener (Online/Paper) and the WIDA Screener for Kindergarten can be found on the WIDA website under the Assess tab.

Test Administrator Training and Certification

Question/Topic	State-specific Guidance
Test Administrator Qualifications	Qualifications to administer the WIDA Screener: <ul style="list-style-type: none"> • Must be a certified employee (certified or classified) of the district to administer the tests • Must go through Administrative Code & Special Populations training
Test Administrator Training Requirements	<p>All test administrators must attend the WIDA webinars on the WIDA Screener trainings for Kindergarten, Online and Paper and go through the WIDA online training course on the WIDA Secure Portal. If districts missed the webinar, the recordings are posted under Webinars on the WIDA Secure Portal.</p> <p>To be certified to administer and score WIDA Screener, test administrators must complete the following courses for the tests, domains, and grade levels they will be administering:</p> <ul style="list-style-type: none"> • 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 <p>Certification is required for Grades 1-12 for the WIDA Screener (Online/Paper) each year.</p> <p>Kindergarten Test Administrators (TAs) need to complete the WIDA Screener for Kindergarten: Administration and Scoring training annually.</p> <p>There are two quizzes connected to the WIDA Screener for Kindergarten training course: “WIDA Screener for Kindergarten: Oral Language” and “WIDA Screener for Kindergarten: Literacy”. Kindergarten TAs must complete the entire course and pass both quizzes to be considered certified.</p>

Test Administrator Training and Certification

Website Permissions**WIDA Secure Portal** (portal.wida.us)

SEA manages all WIDA Secure Portal user accounts, not WIDA or District Coordinators. See the District Assessment Coordinator to be added to the google form prior to the SEA creating the account.

WIDA AMS (DRC) (wida-ams.us)

Educator Scoring for WIDA Screener Online permissions and access to WIDA AMS are assigned by the District Assessment Coordinators (DACs) in each district.

The DAC will only assign Educator Scoring permissions in WIDA AMS to a test administrator who has submitted proof of certification after completing the relevant scoring training courses and after watching training webinar videos provided in the WIDA Secure Portal.

EL Program Requirements – Services & Support

Question/Topic	State-specific Guidance
<p>EL Services or Program Requirements</p>	<p>The following service types are used in Kentucky:</p> <ul style="list-style-type: none"> • CAT: Content Area Tutoring • CBE: Content-Based ESL • DBE: Developmental Bilingual Education • DLG: Dual Language • EBE: Early Exit Bilingual Education • ELD: English Language Development • HLA: Heritage Language • NEW: Newcomer Program • POE: Pull-Out ESL Resource • SEI: Sheltered English Instruction • SEN: Structured English Immersion • TBE: Transitional Bilingual Education • TWI: Two-Way Immersion <p>Districts must indicate on the EL tab in IC the program service types, instructional and assessment accommodations, and other program supports that were decided by the PSP team in the school/district.</p>
<p>Declining Services</p>	<p>Parents can decline services, but the student must continue to receive appropriate instruction within the regular classroom, have a current PSP, and be assessed annually with ACCESS for ELLs. If the EL student has an IEP, the student will get accommodations on ACCESS.</p> <p>Parent decisions to decline services must be documented and stored within the district.</p>