

This document contains guidance on the identification and placement process for newly arrived English language 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 ELL services. This document is updated each spring and throughout the year per SEA request.

For questions related to state policy or the contents of this document, 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>In accordance with ESSA, New Jersey has implemented a standardized entry and exit procedure for students who are identified as ELs. The procedure is outlined in the ELL Entry ESSA Guidance posted on the Department’s website.</p> <p>There is a 3-step process for EL identification, including:</p> <ol style="list-style-type: none"> 1. Home Language Survey (all students); 2. Records review (all students who indicate a LOTE); and 3. Multiple indicators (students who require screening for language service identification). <ul style="list-style-type: none"> • LEAs must use a standardized Home Language Survey (HLS). • Students must be screened immediately. • Parent notification letters must be sent within 30 days of the start of the school year. • An ELL Identification Date must be entered into NJSMART for all students identified in need of language instructional services.

Initial Assessment and Identification

Timelines	<p>LEAs must determine LIEP placement.</p> <p>The required notification to parents of an English learner must take place no more than 30 days after the beginning of the school year or within 2 weeks of the child being placed in a language instruction educational program if placement occurs after the first 30 days of the school year.</p>
Home Language Survey	<p>NJ has a standardized HLS all LEAs must administer.</p> <p>The home language survey and parent notification letters are translated into 20 languages other than English to assist LEAs in meeting federal and state requirements. The translations may be found online on the Bilingual/ESL webpage under the State and Federal Policy/ELs and ESSA tab.</p>
State Approved Assessments	<p>A student can be eligible for entrance with a WIDA Screener or WIDA MODEL composite proficiency level below 4.5 (See state-specific guidelines for Kindergarten entry and exit in this grade). Where available, certificated ESL and/or bilingual staff should be used to complete this step of the identification process.</p> <p>Beginning in July 2021, a kindergarten student can be identified using the WIDA Screener for Kindergarten. The WIDA Screener for Kindergarten can be used for kindergarten students:</p> <ul style="list-style-type: none"> • as they enter kindergarten, beginning in July prior to the start of the school year, • throughout the kindergarten school year • as they enter first grade, until the end of the first semester of the school year. <p>During the COVID-19 pandemic, a student can be identified as eligible for language services with the WIDA Remote Screener, only if the student cannot be screened in-person.</p>

Initial Assessment and Identification

<p>Paper Based Screener Costs</p>	<p>LEAs are responsible for paper versions of screening.</p> <p>For more information, go to the WIDA Store.</p>
<p>Identification/Placement Criteria</p>	<p>Exit Criteria: There is a 2-step process for reclassification of ELLs into general education classrooms, including:</p> <ol style="list-style-type: none"> 1. Meeting or exceeding standardized state-approved cut score; and 2. English language observation form (multiple indicators to support reclassification decision). <p>Parental Notification Each school district /charter school must notify the parents/guardians when students meet the exit criteria and are placed in a monolingual English program. The notice must be in English and in the language in which the parents/guardians possesses a primary speaking ability. A score report from the ELP test used for exit must be included in the parent/guardian notification for exit.</p> <p>Considerations for Students with Disabilities: Students with a disability who may need to be identified as an ELL but may have a disability that precludes assessment of a domain because no appropriate accommodations are available for the affected domain(s) (e.g., a non-verbal ELL who, because of an identified disability, cannot take the speaking portion of the assessment) can be evaluated with an English language proficiency test using a composite of the remaining domains that are able to be assessed.</p> <p>When screening tests are not an appropriate or reliable identification method due to a student’s disability (e.g. a significant cognitive disability), school districts/charter schools must follow a 6-step process outlined in the ELL Entry ESSA Guidance</p>

Initial Assessment and Identification

	<p>Identification Criteria: There is a 3-step process for ELL identification, including:</p> <ol style="list-style-type: none"> 1. Home language survey (all students); 2. Records review (all students who indicate a LOTE); and 3. Multiple indicators (students who require screening for language service identification), including attaining less than a 4.5 composite score on the WIDA Screener or WIDA MODEL.
<p>Other Useful Resources or Information</p>	<p>Native Language Assessments While the New Jersey Department of Education encourages school districts/charter schools to assess the native language literacy of students upon enrollment, it is not required to determine if a student meets the requirements to be identified as an ELL.</p> <p>Parental Notification: In accordance with <i>ESSA</i> §1112(e)(3), parents/guardians must be notified of program placement by mail within 30 days of the beginning of the school year or 14 days from the time of identification for mid-year enrollees. The notice must be in English and in the language in which the parents/guardians possesses a primary speaking ability. See <i>Implementing ELL Program Services in New Jersey</i> for information regarding notification requirements.</p> <p>Considerations for Students with Disabilities or Potential Disability: Students with a disability who may need to be identified as an ELL but may have a disability that precludes assessment of a domain because no appropriate accommodations are available for the affected domain(s) (e.g., a non-verbal ELL who, because of an identified disability, cannot take the speaking portion of the assessment) can be evaluated with an English language proficiency test using a composite of the remaining domains that are able to be assessed.</p> <p>When screening tests are not an appropriate or reliable identification method due to a student’s disability (e.g. a significant cognitive disability), school districts/charter schools must follow a 6-step process outlined in the ELL Entry ESSA Guidance.</p>

Test Administrator Training and Certification

Question/Topic	State-specific Guidance
Test Administrator Qualifications	New Jersey certified teacher who has received training and PD on WIDA User and Training Manuals and has passed quizzes with 80% or higher.
Test Administrator Training Requirements	<p>Kindergarten W-APT: Test administrators should review and be familiar with the Test Administrator Manual and Training Webinar.</p> <p>WIDA Screener for Kindergarten: Test administrators must complete the training course and certification quiz with an 80% or higher.</p> <p>Kindergarten MODEL: Test Administrators should review the training and test materials included in the kit.</p> <p>WIDA MODEL (1-12): Test Administrators should review the training and test materials included in the physical kit, or in the Test Administrator Interface (for WIDA MODEL Online).</p> <p>WIDA Screener: Test administrators should review the materials located in the WIDA Screener Online or Paper Training course and pass certification quizzes with 80% or higher for the grades they are administering to:</p> <ul style="list-style-type: none"> • Speaking Quiz Grades 1-5 • Speaking Quiz Grades 6-12 • Writing Quiz Grades 1-5 • Writing Quiz Grades 6-12 <p>Recertification policy: NJ Test Administrators need to complete WIDA Screener training and certification every two years, beginning with the 2020-21 school year.</p>
Website Permissions	<p>WIDA Secure Portal (portal.wida.us) TA receives permissions from the LEA's District Test Coordinator.</p> <p>WIDA AMS (DRC) (wida-ams.us) TA receives permissions from the LEA's District Test Coordinator.</p>

ELL Program Requirements – Services & Support

Question/Topic	State-specific Guidance
ELL Services or Program Requirements	<p data-bbox="573 321 911 345"><u>ELL Entry and Exit Guidance:</u></p> <ul data-bbox="621 391 2011 597" style="list-style-type: none"> <li data-bbox="621 391 2011 456">• NJAC 6A:15 details program requirements for all ELLs. Additional information can be found in Implementing ELL Program Services in NJ. <li data-bbox="621 464 1178 488">• Screen results are stored locally at the LEA. <li data-bbox="621 496 2011 597">• A New Jersey-approved English language proficiency test must be administered to the student. A student can be eligible for entrance with a WIDA Screener or WIDA MODEL composite proficiency level below 4.5. Where available, certificated ESL and/or bilingual staff should be used to complete this step of the identification process.
Declining Services	<p data-bbox="573 610 957 634"><u>Parental Consent Law Guidance:</u></p> <ul data-bbox="573 683 2011 889" style="list-style-type: none"> <li data-bbox="573 683 2011 748">• Parents have the right to decline enrollment of their child in a bilingual/ESL program, ESL-only program or English language services program. <li data-bbox="573 756 1829 781">• Parents' right-to-decline notification is included in the annual parent notification of ELL services letter <li data-bbox="573 789 2011 889">• During the first three years of a pupil's participation in a program, the parent or guardian may only remove a pupil at the end of the school year. If the parent or guardian wishes to remove the pupil prior to the end of the school year, he/she must have the approval of the county superintendent of schools.