

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 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	Districts in Washington State must follow the state approved procedures for Identification of Eligible Multilingual English Learners, which outlines the process for identification, screening, and notification of services. Current guidance can be found on the OSPI website, in the Washington State Multilingual Learners: Policies and Practices Guide .
Timelines	Timelines for the identification of Multilingual English Learners are outlined in the identification document referenced in the prior section.

Initial Assessment and Identification

Home Language Survey	<p>Home Language Survey</p> <p>Every school district in Washington State must adopt written procedures for the identification of each student's primary or first language, consistent with state procedures for identification. Districts may use the state approved home language survey template, which has been translated into 40 languages and is available to download on the OSPI Website.</p>
State Approved Assessments	<p>Kindergarten: WIDA Screener for Kindergarten Grades 1-12: WIDA Screener Online Transitional Kindergarten: WIDA Screener for Kindergarten (May or June of TK year)</p> <p>WIDA Screener Paper for grades 1-12 may be used only if needed for an accommodation. Send requests for paper testing materials to ELPAssessments@k12.wa.us.</p>
Paper Based Screener Costs	<p>The process for ordering WIDA Screener for Kindergarten materials is outlined below.</p> <ul style="list-style-type: none"> • Districts will place their order directly online through the WIDA Store. <ul style="list-style-type: none"> ○ WIDA Screener for Kindergarten items are located under the MODEL/Screener Assessment heading in the green Shop Products bar • Answer "no" to the tax exempt question. • Select "Purchase Order" as the payment method at checkout and submit the order. This is essentially a quote. Districts won't be sending a PO. • Districts will receive an order confirmation email. • Districts must forward the order confirmation email to ELPAssessments@k12.wa.us for approval. • The state will forward the order confirmation to the WIDA Store upon approval. OSPI will review orders weekly August and September and then monthly at other times of year. • The WIDA store will process the order and send the invoice to OSPI and materials to the district. <p>For information on ordering WIDA MODEL, go to the WIDA Store.</p>

Initial Assessment and Identification

<p>Identification/Placement Criteria</p>	<p>Eligibility Criteria: Screener To be determined ineligible for English language development (ELD) services, students must meet the minimum criteria in the composite score and all domain scores for their grade level on the grade level appropriate screener test.</p> <table border="1" data-bbox="575 350 2011 565"> <thead> <tr> <th>Grade</th> <th>Minimum Domain Score</th> <th>Minimum Overall Score</th> </tr> </thead> <tbody> <tr> <td>TK (May and June only)</td> <td>5 (Speaking & Listening only)</td> <td>5 (Oral Language score)</td> </tr> <tr> <td>K (prior to Jan 1)</td> <td>5 (Speaking & Listening only)</td> <td>5 (Oral Language score)</td> </tr> <tr> <td>K (on or after Jan 1)</td> <td>4 (all domains)</td> <td>4.5</td> </tr> <tr> <td>1</td> <td>4 (all domains)</td> <td>4.5</td> </tr> <tr> <td>2-12</td> <td>4 (all domains)</td> <td>5</td> </tr> </tbody> </table> <p>Exit Criteria: Annual ACCESS Assessment</p> <table border="1" data-bbox="575 638 1530 743"> <thead> <tr> <th>Grade</th> <th>Minimum Overall Score</th> </tr> </thead> <tbody> <tr> <td>K and 1</td> <td>4.0</td> </tr> <tr> <td>2-12</td> <td>4.7</td> </tr> </tbody> </table> <p>If they score between 4.3 and 4.6 on the WIDA ACCESS test, students in grades 3 through 12 can use their state required ELA test scores of L3 or L4 (at the current grade level) to exit ELD services. Students in grade 9 have no state required ELA test and are not eligible for this exit option.</p>	Grade	Minimum Domain Score	Minimum Overall Score	TK (May and June only)	5 (Speaking & Listening only)	5 (Oral Language score)	K (prior to Jan 1)	5 (Speaking & Listening only)	5 (Oral Language score)	K (on or after Jan 1)	4 (all domains)	4.5	1	4 (all domains)	4.5	2-12	4 (all domains)	5	Grade	Minimum Overall Score	K and 1	4.0	2-12	4.7
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<p>Other Useful Resources or Information</p>	<p>All students who are potentially eligible for English language development services in Washington schools must screen on grade level regardless of time in country or time of year.</p> <p>Prior to January 1, kindergarten students only complete the listening and speaking domains.</p>																								

Test Administrator Training and Certification

Question/Topic	State-specific Guidance
Test Administrator Qualifications	<p>Test administrators for WIDA Screener must complete the appropriate training courses annually to be certified to administer the test.</p> <p>Washington state tests must be administered by trained staff members of a school district (e.g., teachers, Educational Support Assistants, Educational Assistants, substitute teachers). It is recommended that assessments be administered by individuals with an existing state certification in education (e.g., teachers, school psychologists, principals, etc.). However, non-certificated staff (such as paraeducators) may administer assessments with appropriate training and under the general supervision of a certificated school district employee. A trained non-certified staff member may administer the assessments without a certified staff member in the testing location.</p> <p>Student teachers, para-educators, and interns have a contractual relationship with the school district — even if they are not paid employees — and may assist in the administration of the assessments, including proctoring.</p> <p>Volunteers may not administer or assist in the administration of any state tests, nor are they permitted to assist with handling secure test material. Volunteers may assist in the supervision of students who need a break or have completed testing and left the testing site.</p>
Test Administrator Training Requirements	<p>WIDA Screener (1-12):</p> <p>To be certified to administer WIDA Screener, test administrators must complete the following courses for the tests they will be administering:</p> <ul style="list-style-type: none"> • WIDA Screener Online: Administration • WIDA Screener Paper: Administration <p>To be certified to score WIDA Screener, test administrators must complete the following courses for the grade level tests and domains they will be scoring:</p> <ul style="list-style-type: none"> • 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

Test Administrator Training and Certification

	<p>WIDA Screener for Kindergarten: To be certified to administer and score WIDA Screener for Kindergarten, test administrators must complete the WIDA Screener for Kindergarten: Administration and Scoring training course.</p> <p>Recertification policy: Annual recertification is required.</p> <p>New for 2024-25: WIDA Screener training courses will be available on the WIDA Secure Portal July 1, 2024.</p>
<p>Website Permissions</p>	<p>WIDA Secure Portal (portal.wida.us) All school district staff can contact their District Assessment Coordinator for access to WIDA Secure Portal and training materials. District Assessment Coordinators can email ELPAssessments@k12.wa.us for access to the secure portal.</p> <p>WIDA AMS (DRC) (wida-ams.us) All school district staff can contact the District Assessment Coordinator for Educator Scoring permissions for WIDA Screener Online in WIDA AMS.</p>

ELL Program Requirements – Services & Support

Question/Topic	State-specific Guidance
ELL Services or Program Requirements	Washington State serves approximately 150,000 students identified as multilingual English learners. Districts implement transitional bilingual instructional programs, also referred to as English language development programs in a variety of approved models. More information about Washington State policies and practices is available on the OSPI Transitional Bilingual Instruction Program Guidance webpage.
Declining Services	Procedures for parents to opt out of ELD services are outlined in the Washington State Multilingual Education Policies and Practices Guide .