



STATE OF HAWAII
DEPARTMENT OF EDUCATION

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OFFICE OF STRATEGY, INNOVATION AND PERFORMANCE

OFFICE OF CURRICULUM, INSTRUCTION AND STUDENT SUPPORT

April 6, 2017

TO: Deputy Superintendent
Complex Area Superintendents
Public Charter School Executive Director
Principals (All)
Public Charter School Directors (All)
Test Coordinators (All)
ELL Coordinators (All)

FROM: Tammi Chun, Assistant Superintendent
Office of Strategy, Innovation and Performance

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C. Suzanne Mulcahy, Assistant Superintendent
Office of Curriculum, Instruction and Student Support

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SUBJECT: **SY 2017-18 Transition to WIDA ACCESS for English Language Learners (ELL) 2.0 Online Administration for all Schools**

Annual Assessment for ELLs: SY 2017-18 Online Assessment - ALL SCHOOLS

Each school year, the *WIDA ACCESS for ELLs 2.0 (ACCESS)*, an English language proficiency assessment, must be administered to all ELL students in grades Kindergarten through 12th grade.

Beginning in SY 2017-18, the ACCESS for ELLs 2.0 Online assessment will be administered online by all schools. The remaining 134 schools (see Attachment A) will transition to the online assessment, and all schools will participate in the ACCESS for ELLs 2.0 Online. Paper-based assessments will continue to be only available for Kindergarten ACCESS, and for ELLs who are eligible for the Alternate ACCESS for ELLs. The annual testing window for the ACCESS administration is in mid-January through the end of February (actual dates to be determined).

ACCESS 2.0 ONLINE – BENEFITS

Students and teachers will benefit from a range of features with the online delivery of the *ACCESS for ELLs 2.0 Online*. Advantages include:

- Increased student engagement through a more dynamic and interactive testing experience
- Built-in accommodations and accessibility features appropriate for a range of student needs
- Staged adaptivity, which captures students' individual range of language skills
- Increased ease of administration for test coordinators and administrators, e.g.,
 - Greater logistical flexibility as a result of being able to simultaneously administer multiple domains, grades and proficiency levels.
 - Group administration for all domains (vs. individual paper pencil administration).

AN AFFIRMATIVE ACTION AND EQUAL OPPORTUNITY EMPLOYER

- o Centralized scoring by the testing company for all domains (vs. school staff scoring).
- o School test administrators will have less or no paper/pencil test materials to handle, store and return.
- o School test administrators will not need to rate or score test questions. Students will also be placed into Tiers automatically based on the adaptive test.

Headsets

The Assessment Section will provide each of the schools who were administering the pencil/paper version of the test this past year with a box of 30 headsets that may be used for the administration of the *ACCESS for ELLs 2.0 Online*, along with any other assessments such as the *Smarter Balanced Assessments* or programs in the schools.

ACCESS for ELLs 2.0 ONLINE - ASSESSMENT TEAM

Roles and responsibilities for test administration will most likely need to be shifted based on the *ACCESS for ELLs 2.0 Online* requirements. Traditionally, the ELL staff has been largely responsible for administering the *ACCESS* state assessment.

Transition to the *ACCESS 2.0 Online* will require the involvement and collaboration of the school's technology coordinator, test coordinator, and ELL coordinator, at minimum. It is recommended that an Assessment Team be established at each school, as the roles and responsibilities for team members will be covered in documents and trainings that will be provided prior to the start of the test window.

Refer to Attachment B for more information related to roles and responsibilities, online vs. paper/pencil testing details and differences, and test timing.

ACCESS 2.0 ONLINE - TRAINING

In Fall 2017, *ACCESS 2.0 Online* training sessions will be conducted for school test coordinators, technology coordinators, and ELL test coordinators for new schools and test coordinators to the process.

Training will cover administration procedures, technology requirements, accessibility and accommodations guidelines and other topics related to the administration of the *ACCESS Online* assessment. Details regarding this training and registration procedures will be provided in subsequent communications for all schools.

Webinars for test coordinators, test administrators and technology coordinators will also be made available throughout the 2017-18 school year. Recordings of previous webinars may be accessed at: <https://www.wida.us/assessment/access20-prep.aspx> .

If you have questions regarding the *online WIDA ACCESS for ELLs 2.0* assessment, contact Karen Tohinaka, Test Development Specialist, Assessment Section at (808) 733-4100 or via Lotus Notes email.

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Attachments

c: Assistant Superintendents
Superintendent's Office Directors
State Public Charter School Commission
Office of Curriculum, Instruction and Student Support
Office of Information Technology Services
Assessment and Accountability Branch

NEW Access for ELLs 2.0 Online Schools (135) for 2017-18

School	School	School
Ahuimanu Elem School	Kalama Inter School	Moanalua Elem School
Aiea High School	Kaleiopuu Elem School	Mokapu Elem School
Aiea Inter School	Kalihi-Uka Elem School	Mokulele Elem School
Aikahi Elem School	Kalihi-Waena Elem School	Molokai High School
Aina Haina Elem School	Kamalani Academy PCS (tentative)	Molokai Middle
Alaka'i O Kaua'i PCS (tentative)	Kamiloiki Elem School	Mountain View Elem School
Aliamanu Elem School	Kaneohe Elem School	Myron. B. Thompson PCS
Aliiolani Elem School	Kanoelani Elem School	Nahienaena Elem School
Anuenue School	Kanu o Ka Aina PCS	Niihau High & Elem School
Campbell High School	Kanuikaponu PCS	Niu Valley Middle School
Castle High School	Kapiolani Elem School	Olomana School
Connections PCS	Kapolei Charter by Goodwill PCS (tent.)	Paia Elem School
DeSilva Elem School	Kapolei Elem School	Palisades Elem School
Eleele Elem School	Kapolei High School	Parker Elem School
Ewa Makai Middle School	Kau Learning Academy	Pearl City Elem School
Haaheo Elem School	Kaumana Elem School	Pearl City High School
Hakipuu Learning Center PCS	Kaunakakai Elem School	Pearl City Highlands Elem
Halau Ku Mana PCS	Ke Ana La'ahana - PCS	Pearl Ridge Elem School
Hana High & Elem School	Keaau Elem School	Pohakea Elem School
Hanalei Elem School	Keaukaha Elem School	Pomaikai Elem School
Hauula Elem School	Kekaha Elem School	Pope Elem School
Hawaii Academy Arts & Science PCS	Keolu Elem School	Puohala Elem School
Hawaii School for the Deaf & Blind	Kilohana Elem School	Red Hill Elem School
Heeia Elem School	Kipapa Elem School	Royal Elem School
Helemano Elem School	Koloa Elem School	Scott Elem School
Highlands Inter School	Kona Pacific PCS	Solomon Elem School
Hilo High School	Kualapuu Elem School PCS	Sunset Beach Elem School
Hilo Inter School	Kula Aupuni Niihau PCS	University Laboratory PCS
Holomua Elem School	Laie Elem School	Volcano School PCS
Honowai Elem School	Lanai High & Elem School	Waiahole Elem School
Iao Inter School	Lanikai Elem School PCS	Waiakea Elem School
Innovations PCS	Lehua Elem School	Waiakea High School
Inouye Elem School	Likelike Elem School	Waiakeawaena Elem School
Ka Waihona O Ka Naauao PCS	Linapuni Elem School	Waialua High & Inter School
Kaaawa Elem School	Lincoln Elem School	Waianae Elem School
Kaala Elem School	Maili Elem School	Waianae High School
Kahaluu Elem School	Makaha Elem School	Waihee Elem School
Kahuku Elem School	Makakilo Elem School	Waikele Elem School
Kahuku High & Inter School	Makawao Elem School	Wailuku Elem School
Kailua Elem School	Malama Honua PCS	Waimea Middle School PCS
Kailua High School	Manana Elem School	Webbing Elem School
Kailua Inter School	Mauka Lani Elem School	West Hawaii Explorations PCS
Kaimuki Middle School	Maunaloa Elem School	Wheeler Elem School
Kainalu Elem School	McKinley High School	Wheeler Middle School
Kaiulani Elem School	Mililani High School	Wilson Elem School

Note: If your school did NOT administer the ACCESS for ELLs 2.0 ONLINE assessment in school year 2016-17 AND you are not on this list, please contact Assessment Section at (808) 733-4100.

WIDA ACCESS For ELLs 2.0 ONLINE

Roles & Responsibilities

The following roles and responsibilities should be considered when planning to administer the ACCESS For ELLs 2.0 Online in SCHOOL YEAR 2017-18:

ELL Test Coordinator	ELL Test Administrator	School Technology Coordinator	ELL Program Responsibilities
<ul style="list-style-type: none"> • Attend IT Training provided by Assessment Section • Complete Online Training Course • Set up school Test Administrator and Technology Coordinator accounts in AMS • Work with Technology Coordinator to ensure systems are in place and ready for testing • Work with SPED Coordinator to ensure appropriate accommodations will be provided, and are included as part of testing and documentation • Ensure all personnel involved in testing have completed their trainings and checklists • Create ACCESS For ELLs 2.0 Online testing schedule for computer labs and/or mobile labs • Ensure INSIGHT secure browser has been installed on all computers being used for ACCESS For ELLs 2.0 Online assessment • Print out test tickets and distribute rosters • Order, secure and distribute Writing Test booklets for grades K-3 • Account for all test tickets and Writing test booklets • Ensure test security through test window 	<ul style="list-style-type: none"> • Become familiar with the WIDA AMS User Guide • Complete Online Training Course for <i>all</i> applicable tests (Grades K - 12 and Alternate ACCESS, if it is to be administered). • Administer practice test to students prior to actual administration • Receive and inventory test materials from Test Coordinator • Provide and document appropriate accommodations for students • Administer online test • Ensure test security throughout testing window • Collect and return test materials to the Test Coordinator 	<ul style="list-style-type: none"> • Become familiar with the INSIGHT Technology User Guide and the WIDA Assessment Management System User Guide • Load updated Testing Site Manager (TSM) on the selected computer • Load updated INSIGHT secure Browser on all test devices • Verify that the firewall and filters on the computer network are configured correctly to allow communication with the online servers and that the correct URLs and IP addresses are whitelisted • Create communication procedures with test coordinators to support test administrators • Ensure that devices used for administering the online test components meet the minimum system requirements and are configured to support testing 	<ul style="list-style-type: none"> • Become familiar with the ACCESS for ELLs 2.0 Online System • Become familiar with scores, reports, and resources for educators and families • To be determined by Principal or designee: <ul style="list-style-type: none"> ○ Attend Test Administrator and/or Coordinator training provided by Assessment Section ○ Complete the Online Training Course ○ Proctor online tests
<p>Estimated* time to complete tasks listed above: 20-30 hours</p>	<p>Estimated* time to complete tasks listed above: 10-20 hours</p>	<p>Estimated* time to complete tasks listed above: 10-20 hours</p>	<p>Estimated* time to complete tasks listed above: 5-10 hours</p>

* Estimates will vary depending upon the size of the school ELL Population

ACCESS for ELLs 2.0 Online General Information

The ACCESS for ELLs 2.0 is aligned with the WIDA English Language Development Standards and assesses each of the four language domains of Listening, Speaking, Reading, and Writing. The assessment is adaptive, similar to the Hawaii State Assessments and the Smarter Balanced assessments, meaning students will progress through the test based on their performance on previous folders (test items grouped around a common theme) and domains.

Based on their performance in an individual folder, the test engine will determine the appropriate next folder for individual students. The approximate amount of time required to complete each domain can be seen below.

ACCESS For ELLs 2.0 Online Timing

The ACCESS for ELLs 2.0 test is self-paced, as was the original paper-based test. The target administration times are shown below:

Online Administration Times	
Listening	Up to 40 minutes
Reading	Up to 35 minutes
Speaking	Up to 30 minutes
Writing Tier A	Up to 65 minutes
Writing Tier B/C	Up to 65 minutes

Paper Administration Times	
Listening	Up to 40 minutes
Reading	Up to 45 minutes
Speaking	15 - 35 minutes per student
Writing Tier A, Grade 1	Up to 35 min.
Writing Tier A, Grade 2, 3, 4-5, 6-8, 9-12	Up to 60 minutes
Writing Tier B/C	Up to 65 minutes

Key Differences

The online ACCESS For ELLs 2.0 Online Listening test requires the student to use a headset to listen to pre-recorded passages on the computer. The student responds to multiple choice questions and the test platform captures and scores the student responses. The Speaking test also requires the use of a headset with a microphone. Students play pre-recorded speaking prompts and then speak into the headsets to record their answers. Student responses are sent to professional scorers who assess and provide scores for each spoken (and written) response.

The table below further outlines key differences between the ACCESS For ELLs 2.0 Online and the ACCESS For ELLs 2.0 Paper assessments for grades 1-12.

Domain	ACCESS For ELLs 2.0 Online	ACCESS For ELLs 2.0 Paper
Listening	Students play pre-recorded listening passages on the computer	Test Administrator plays pre-recorded listening passages with a CD
	Students select a response from multiple choice options on the computer screen	Students select a response from multiple choice options on a paper test form
	The test platform captures and scores student responses	Test booklets are returned to DRC to be scanned and scored centrally
Reading	Students read passages on the computer screen	Students read passages on a paper test form
	Students select a response from multiple choices on the computer screen	Students select a response from multiple choice options on a paper test form
	The test platform captures and scores student responses	Test booklets are returned to DRC to be scanned and scored centrally
Speaking	Students play pre-recorded speaking prompts on the computer	Test Administrator plays pre-recorded speaking prompts with a CD
	Students speak into headsets to record their answers	Students speak their responses to Test Administrators
	Student responses are automatically sent to DRC for rating and scoring	Test Administrators score student speech during administration
Writing	Grades 1-3 students complete the full Writing test (prompts and responses) on paper	Students read prompts on a paper test form
	Grades 4-12 students read prompts on the computer screen	
	Grades 4-5 students keyboard or handwrite responses based on each state's guidelines (WIDA-AMS default setting) and individual student's comfort keyboarding	Students handwrite responses on a paper test form
	Grades 6-12 students keyboard responses (WIDA-AMS default setting) unless unable to keyboard	
	Keyboarded responses are automatically sent to DRC; handwritten responses will need to be mailed	Test booklets are returned to DRC and then scored centrally