

ELL State Accountability Business Rules – FY 2015

ADE will report on criteria in compliance with the Family Educational Rights and Privacy Act (FERPA) and state law. To ensure best practices consistent with protecting student data privacy, a school/LEA must have **at least 10 ELL students** enrolled in an ELL program for one or more days during the current fiscal year. For schools/LEAs that meet the minimum of 10 ELL students, ADE may report the percentage of all students with an **ELL NEED** that were assessed on the Spring 2015 AZELLA Reassessment, the percentage of all ELL students that reclassified, and the percentage of full academic year (FAY¹) ELL students that **reclassified** fluent English proficient (FEP). These criteria apply to all school types (i.e., Alternative, K-2, Small, and Traditional) and LEAs that enroll any student with an ELL need in the current or prior year.

1) Number of ELL students

LEAs and individual schools must have at least 10 *ELL Students* (FAY and non-FAY) in order for ADE to report ELL data. This *n* count helps to ensure that no individual student's test score can be identified in compliance with FERPA. The ELL Student belongs to the LEA/school where the student was last enrolled in an ELL program.

An **ELL Student** is any student with an ELL need in the current or prior fiscal year and enrolled in an ELL program for one or more days in the current fiscal year.

ELL Need is defined as any student with a less than proficient overall proficiency level on AZELLA in the current or prior fiscal year. ELL Need may have been established by a prior school/LEA. It is the current school's responsibility to verify ELL Need using the *SDELL* Reports.

ELL Program enrollment is defined as any student enrolled in an ELL program (SEI, Bilingual Waiver, ILLP, Withdrawn by parent request in fiscal year (FY) 2011, 2012, 2013, 2014, and 2015²) for one or more days in the current fiscal year.³

ELL Students withdrawn due to SPED criteria in the current fiscal year only are also included in the total number of ELL students for LEAs and individual schools.

2) At least 95% tested

At least 95% of all students (i.e., FAY and non-FAY) with an *ELL Need* in the current or prior fiscal year must be tested on the Spring 2015 AZELLA Reassessment (see ARS 15-756.05). LEAs must test all students regardless of ELL program participation (i.e., SEI, Bilingual Waiver, ILLP, Withdrawn by parent request, and those students not designated to any of these groups/categories).

For FY 2015, the test window is February 9 through March 27, 2015. LEAs and individual schools are held accountable for testing students enrolled in their school on the last day of the test window (March 27, 2015). If a student enrolls between January 1, 2015 and March 27, 2015, is new to the state and has a PHLOTE with responses other than English, a placement test should be given; this student does not need to be given the

¹ A definition for FAY will be updated in this document once it is identified.

² Students withdrawn due to parent request in fiscal year 2011 or later are included in an LEA/school's number of ELL students until they score proficient due to the FY 2010 Auditor General's finding stating that LEAs and individual schools are accountable to students who are not proficient in English, regardless of program enrollment.

³ ELL program enrollment must be entered correctly in SAIS for students to be accurately counted as ELL.



Spring 2015 AZELLA Reassessment during the test window. If a student enrolls in your school between January 1, 2015 and February 8, 2015 and is a continuing student with an ELL Need, the new school is responsible for reassessing the student during the test window. If a student enrolls during the test window (February 9, 2015 – March 27, 2015) and is a continuing student with an ELL Need, determine if the student was reassessed at the prior school. If the student reassessed at the prior school, that test record will count toward the test requirement at their current school; this student should not be reassessed again for the 2014-2015 school year. If the student did not reassess at the prior school, the current school must administer the reassessment before last day of the test window.

Situation	What to do	Will the Student be Counted for at least 95% Tested
Student enrolls between January 1, 2015 and March 27, 2015 AND is new to the state AND has a PHLOTE with responses other than English	Give a placement test and do not reassess during the test window	No
Student enrolls between January 1, 2015 and February 8, 2015 and is a continuing student with an ELL Need	Test this student during the reassessment test window	Yes, if the student is enrolled on the last day of the test window
Student enrolls after the start date of the test window (February 9, 2015) and is a continuing student with an ELL Need	<p>Determine if the student already completed a Spring 2015 AZELLA Reassessment</p> <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;"> <p>↓</p> <p>Yes, the prior school tested the student – acquire proof/evidence that this student was reassessed.⁵</p> </div> <div style="text-align: center;"> <p>↓</p> <p>No, the student was not tested -- administer the reassessment.⁴</p> </div> </div>	Yes, if the student is enrolled on the last day of the test window

⁴ If the student completed the subtests, but not the speaking portion at the prior school, obtain the lithocode from the prior school and administer only the speaking portion. Document it using this form -- <http://www.azed.gov/assessment/files/2014/11/2015-reassessment-speaking-test-lithocode-exchange-form.pdf>. This test will then be attributed to your LEA/School.

⁵ Use the AZELLA form for documentation and keep it in the student's cumulative file → <http://www.azed.gov/assessment/files/2014/11/record-for-transferred-phlote-students-reassessment-2015.pdf>.

Situation (continued)	What to do (continued)	Will the Student be Counted for at least 95% Tested (continued)
<p>This student is/was not on my <i>SDELL73</i> Report⁶ OR This student had all English responses on the PHLOTE despite having a documented ELL Need OR The school/LEA is/was unaware that the student had an ELL Need</p>	<p>Utilize the new application in Common Logon (details will be updated to this document and announced to the field as soon as it is ready) to tell ADE why you did not test this student</p>	<p>Yes, if the student is enrolled on the last day of the test window</p>
<p>This student was not on my <i>SDELL73</i> Report but I pulled an <i>SDELL70</i> Report and determined this student had an ELL Need in the current or prior fiscal year</p>	<p>If this student was discovered during the test window, the student should be administered a Spring 2015 AZELLA Reassessment. Utilize the new application in Common Logon (details will be updated to this document and announced to the field as soon as it is ready) to tell ADE why you tested this student.</p> <p>If this student was not discovered during the test window, utilize the new application in Common Logon (details will be updated to this document and announced to the field as soon as it is ready) to tell ADE why you did not test this student.</p>	<p>Yes, if the student is enrolled on the last day of the test window. The new application in Common Logon will need to be utilized to tell ADE that this student should be included in the ELL accountability test list.</p>

Students *included* in the at least 95% tested criteria:

- Students with an *ELL Need* in the current or prior Fiscal Year
- FEP students re-enrolled in an ELL program
- Students with an ELL service program withdrawal code of 'Withdrawn by parent request' in FY 2011 or later (until they score proficient)
- Dual labelled partially tested students. These students are enrolled in both ELL services and SPED services and can only complete a portion of the AZELLA⁷

⁶ The following students should be reassessed, but will not be on the *SDELL73* Report due to data complexities:

☐ If the student's last assessment result is incomplete/invalid (i.e., there is no overall proficiency level), but the prior assessment result is less than proficient.

☐ If the student tested proficient, then non-proficient and was re-enrolled in an ELL program and then was parent withdrawn.

Some of these students will make the report and others will not due to data complexities.

⁷ For directions on how to give a partial test, please contact AZELLA@azed.gov.

Students **excluded** from the at least 95% tested criteria:

- IFEP
- FEP 1 & 2
- FEP students **NOT** re-enrolled in an ELL program in the current or prior Fiscal Year
- Students with an ELL service program withdrawal code of 'Withdrawn due to SPED criteria' AND a SPED need in SAIS and **not** re-enrolled in an ELL program

For this calculation, the number of students tested on the Spring 2015 AZELLA Reassessment is divided by the total number of students **enrolled in the LEA and individual schools on the LAST day of the spring test window.**

$$\begin{array}{l} \text{Percentage of students with an ELL need} \\ \text{tested on AZELLA} \end{array} = \frac{\begin{array}{l} \text{No. of Students with an ELL need Tested on the Spring 2015} \\ \text{AZELLA Reassessment} \end{array}}{\begin{array}{l} \text{No. of Students with ELL Need Enrolled on Last Day of Spring} \\ \text{AZELLA Reassessment} \end{array}}$$

3) **Reclassification**

ADE will report the percentage of students who reclassified fluent English proficient (FEP).

Students with an ELL program code of 'Withdrawn due to SPED criteria' and a SPED need (coded as ELL Group = 3 on the *SDELL73* Report) in the current year are **NOT** included in the calculation of reclassification rate.

A reclassification rate for an LEA and individual school is the number of ELL students obtaining an overall proficiency level of proficient on the Spring 2015 AZELLA Reassessment in the current fiscal year⁸ divided by the total number of ELL students with a complete Spring 2015 AZELLA Reassessment. A complete AZELLA means that all domains (i.e., reading, writing, speaking, and listening) of the test have a score and/or were completed, thereby making it possible to determine an overall proficiency level.

$$\begin{array}{l} \text{Percentage of ELL students} \\ \text{reclassified} \end{array} = \frac{\begin{array}{l} \text{No. of ELL students with an Overall Proficiency Level of } \mathbf{Proficient} \text{ on the Spring} \\ \text{2015 AZELLA Reassessment} \end{array}}{\begin{array}{l} \text{No. of ELL students with an Overall Proficiency Level on the Spring 2015 AZELLA} \\ \text{Reassessment} \end{array}}$$

⁸ Midyear reclassification students will be included in the reclassification formula. Once a FAY definition is established, an appropriate application of FAY to midyear reclassification will occur and be added to this document.

How to Verify Student Data Related to ELL Services and Assessment:

1. Check ADE's data by examining the ELL Reports.

ELL Reports available on Common Logon ⁹				
	What it does	Purpose	How to use it	Notes
<i>SDELL70</i>	Displays AZELLA assessment and ELL program enrollment history	Once an LEA/School has a SAIS ID for a student, ELL need and program history can be validated.	Certify that you understand why to use this report and enter a student SAIS ID.	Student must be enrolled or is seeking enrollment in your LEA/school in order to use this report.
<i>SDELL71</i>	Displays ELL program enrollment information by LEA/School by Fiscal Year	Validate ADE has all current fiscal year ELL program enrollment data (and, if applicable, subsequent ELL withdrawal data) that the LEA/School has in their data management system.	Open and/or download the report. Look for integrity failures, check for withdrawal codes and dates, if applicable, and ensure all students enrolled in an ELL program and/or parent withdrawn in the current year are on the 71 report.	Displays by fiscal year and LEA/school. Students parent withdrawn in prior years do not show on current year report.
<i>SDELL72</i>	Displays AZELLA tests by LEA/School by Fiscal Year	Validate ADE has all current fiscal year AZELLA tests administered in an LEA/School.	Open and/or download the report and compare to students tested on AZELLA. If a student is missing, check the AZELLA Corrections Application on Common Logon.	Displays by fiscal year and LEA/school. Shows all AZELLA assessments administered – Kindergarten Placement Test, Placement Test, Reassessment Test.
<i>SDELL73</i>	Displays students with an ELL Need currently enrolled in an LEA/School	To ensure best practices for students with an ELL need including enrollment in an ELL program and reassessment.	Open and/or download the report. Confirm students are appropriately on this report using the <i>SDELL70</i> and validate students are in the correct ELL Group. If there are questions, email	If the student's last assessment result is incomplete/invalid, but the prior assessment result is less than proficient. If the student tested proficient, then non-proficient and was re-enrolled in an ELL program

⁹ For more details on all of the ELL Reports go to the AZELLA webpage.

<http://www.azed.gov/assessment/files/2015/02/ellreports.pdf>

			Achieve@azed.gov .	<p>and then was parent withdrawn. Some of these students will make the report and others will not due to data complexities.</p> <p>If users do not report other data complexities to ADE so that the report can be adjusted if possible and necessary. ADE only knows of data issues identified and reported by the LEA/School; we use this information to refine all reports realizing the LEA/School will know their own students better than SAIS.</p>
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2. If there are **data concerns related to ELL program enrollment in the current fiscal year** check that the data is in your LEA's student management system.
 Example: ADE does not have a SPED withdrawal from an ELL program for a student.
 - i. Yes → confirm that the data was submitted to ADE and when (the reports update once enrollment and/or program data is submitted to ADE and run through integrity – this can take time depending on how frequently your school/LEA submits data).
 - ii. No → enter the data in your student management system, submit it to ADE, wait until SAIS receives the data and runs it through integrity before it shows on the report.
3. If there are **data concerns related to AZELLA testing in the current fiscal year**, check the AZELLA Corrections application on Common Logon. If there are still issues, contact AZELLA@azed.gov.
4. If there are **data concerns related to ELL program enrollment in the prior fiscal years** (up to 3), open a 15-915 to correct student program enrollment or need information.¹⁰ Schools are responsible for evaluating accuracy of prior year data in order to ensure inclusion/exclusion of students appropriately. Current year accountability will include students with an existing ELL need in a prior year.
5. Utilize the new application coming soon in Common Logon to:
 - a. Tell ADE why a student who was expected to reassess on the AZELLA did not test.¹¹
 - b. Ensure ADE has an accurate test list for ELL State Accountability.
 More details on how to use this application will be added here once they are available.

FOR ADDITIONAL DETAILS ON ELL REPORTS AND DATA MANAGEMENT, PLEASE SEE
<http://www.azed.gov/assessment/files/2015/02/ellreports.pdf>

¹⁰ See School Finance's website: <http://www.azed.gov/finance/2013/06/03/new-915-data-correction-guidelines/>.

¹¹ OELAS received a finding from the USDOE and, thus, all LEAs must report to ADE why a student who was expected to complete the AZELLA reassessment did not get tested. ADE will compile this information and report it to USDOE.