

ELP Band Committee Exit Request Process

Office of English Language Proficiency



OKLAHOMA
Education



Janna Corn
Director of the ELPA Indicator
Office of English Language Proficiency
janna.corn@sde.ok.gov
405-522-1343

Topics Addressed in this Webinar:

- Purpose of the ELP Band Committee Exit
- Automatic Exit Scores
- ELP Band Committee Exit Process Requirements
- Associated Documentation and Rubrics
- Submission Process and Guidelines
- Clarifying language
- Resources

Purpose of the ELP Band Committee Exit

- The ELP Band Exit Process is an alternate exit path that allows a student to demonstrate English language proficiency and exit EL status without achieving the required minimum on ACCESS or Alternate ACCESS Composite/Overall automatic exit score.
- Use of the Band Exit Process is not mandatory and may be implemented at LEA discretion.

Automatic Exit Scores K ACCESS, ACCESS and ALT ACCESS

ACCESS and K ACCESS Auto Exit Criteria

- For an EL student completing all four domains of the ACCESS for ELLs or Kindergarten ACCESS for ELLs, with or without accommodations, a Composite/Overall score of **4.8 or higher** must be achieved in order to automatically exit EL status.
- These students are no longer considered EL and are not required to meet any additional requirements before being reclassified as **1636/Re-designated as English Proficient** and exited from EL services.

Alternate ACCESS Auto Exit Criteria

- An EL student participating in all four domains of the Alternate ACCESS for ELLs, with or without accommodations, will automatically exit EL status upon achieving a Composite/Overall score of **P2 or above on the two most recent Alternate ACCESS in the past three administrations.**
- These students are no longer considered EL and are not required to meet any additional requirements before being reclassified as **1636/Re-designated as English Proficient** and exited from EL services.

ELP Band Committee Exit Process Requirements & Eligibility

ACCESS Rubric Elements

ACCESS ELP Band Rubric Elements

- **Element #1 ACCESS for ELLs Composite/Overall Score (Required):** Student has achieved a Composite/Overall score within the 4.3-4.7 score band.
- **Element #2 Qualifying Assessment Score (Required):** It is a specific grade-level requirement(s), approved assessment(s), and qualifying score(s). [Refer to ACCESS for ELLs Rubric Element #2 guidance document.](#)
- **Element #3 OSTP ELA Growth:** The student demonstrated adequate growth of at least 3 scale score points compared to their prior year's OSTP ELA score.

ACCESS ELP Band Rubric Elements

- **Element #4 Student Grades:** Student grades from spring of the prior year indicate subject matter mastery (**predominantly As or Bs or equivalent in ELA, Reading, Writing, Vocabulary, Spelling, etc.**) and a readiness for grade level success.
- **Element #5 Supplemental Qualifying NRT Score:** Student achieves a qualifying score at or above the 35th percentile on a state-approved norm-referenced test (NRT). [Refer to ACCESS for ELLs Rubric Element #5 guidance document.](#)
- **Element #6 SOLOM:** Student Oral Language Observation Matrix ([SOLOM](#)) the student has to successfully earn 21 or more points upon local administration of the inventory.

ACCESS ELP Band Rubric

- ACCESS for ELLs ELP Band Committee Exit Rubric

ALT ACCESS A3-P1 Rubric Elements

ALT ACCESS ELP Band Rubric Elements

- **Element #1 Alternate ACCESS for ELLs Assessment and Qualifying Scores (Required):** The student participated in at least three consecutive administrations of the Alternate ACCESS for ELLs assessment and earned a Composite/ Overall score within the **A3-P1** range on the two most recent test administrations.
- **Element #2 OAAP/DLM-ELA Progress (Required):** Student has demonstrated ELA growth of one or more performance levels between the two most recent DLM administrations in the previous three years (except for grades 10 and 11).

ALT ACCESS ELP Band Rubric Elements

- **Element #3 Demonstration of Academic Progress (Required):** LEA has submitted documentation sufficient to demonstrate student progress in core instructional content appropriate to the student's individual determination (e.g., grades, progress reporting, assessment data, Present Levels of Performance, etc.).
- **Element #4 LEA Narrative (Required):** LEA has provided a narrative on district letterhead describing how the local team arrived at their conclusion that the student meets element #3 above.

ALT ACCESS ELP Band Rubric

- Alternate ACCESS for ELLs ELP Band Committee Rubric

ALT ACCESS A1-A2 Rubric Elements

ALT ACCESS A1-A2 ELP Band Flexibility Rubric Elements

- **Element #1 Alternate ACCESS for ELLs Assessment and Qualifying Scores (Required):** The student participated in at least four consecutive administrations of the Alternate ACCESS for ELLs assessment and earned a Composite/ Overall score within the A1-A2 range on each of the three most recent Alternate ACCESS assessment administrations.
- **Element #2 Student Access to Instruction (Required):** Documentation and/or evidence sufficient to demonstrate the student's ability to access core instructional content without the provision of EL-specific services and supports (teacher testimonial, student work samples, NRTs, etc.).
- **Element #3 LEA Narrative (Required):** LEA has provided a narrative on district letterhead describing how the documentation and/or evidence submitted for element #2 satisfies the requirement.

ALT ACCESS A1-A2 ELP Band Flexibility Rubric

- Alternate ACCESS for ELLS A1-A2 ELP Band Committee Rubric

The Band Exit Committee

The ELP Band Committee

- **EL representative:** Staff serving in this role are at district discretion, but whenever possible this role should be filled by an EL Coordinator or EL teacher who has worked closely with the student and is most familiar with their English language development.
- **Classroom teacher:** Staff serving in this role are at district discretion, but whenever possible this role should be filled by a teacher who has worked closely with the student in a capacity that has allowed regular observation of the student's English language development and evaluation of their academic performance.

The ELP Band Committee

- **Administrator or counselor:** Staff serving in this role are at district discretion, but whenever possible this role should be filled by a counselor or administrator that is most familiar with the student.
- **Special Education teacher:** This role should be filled by the teacher most familiar with the student's academic performance and English language development.
- LEA Physical or Validated Digital Staff Signatures (minimum of 3 required)

Submission Process and Guidelines

Timeline for ELP Band Committee Exit Request

- Districts wishing to submit Band Exit Requests must convene the required Band Exit Committees at the outset of each academic year.
- Band Exit Request documentation must be submitted within the ELP Band Request Window, which will be set yearly by OSDE. **This window typically opens in August.**
- The ELP Band Exit Window will open as soon as data are available and for as long as the Accountability timeline can accommodate.
- Once a Band Exit Request has been approved, LEAs must notify the student's parent(s) or guardian(s) of any change to EL classification or services within 15 calendar days and update student coding in the student information system.

ELP Band Documentation

The documentation **must** be uploaded in order for a Band Exit Request to be considered:

1. Completed and signed copy of the appropriate Band Exit Rubric. Please see most recent versions on the [ELP Band Committee Exit Request](#) webpage.
2. Qualifying assessment score (OSTP scores do not need to be uploaded).
3. All documentation related to any optional or required elements noted on the selected Band Exit Rubric.

Submitting an ELP Band Exit Request

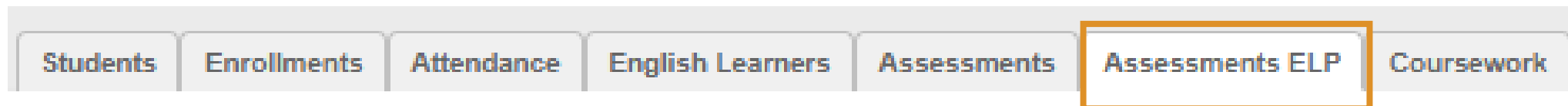
- Sign in to Single Sign-On and select **Accountability Reporting**:



- Select the desired school site (if required).
- Select **Student Data**:

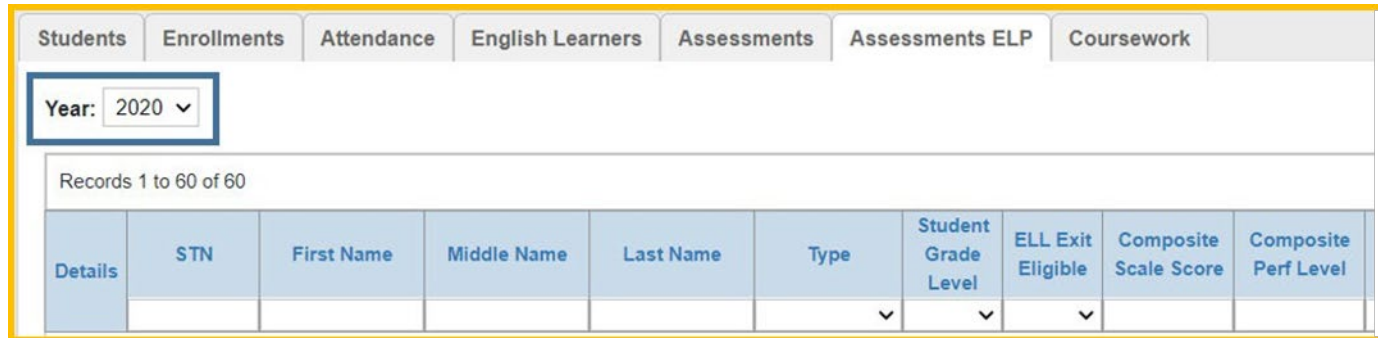


- Select **Assessments ELP**:



Accountability Reporting Application

- This will open a table displaying all ELP Assessments records. Ensure that the previous school year is selected in the **Year** dropdown menu:



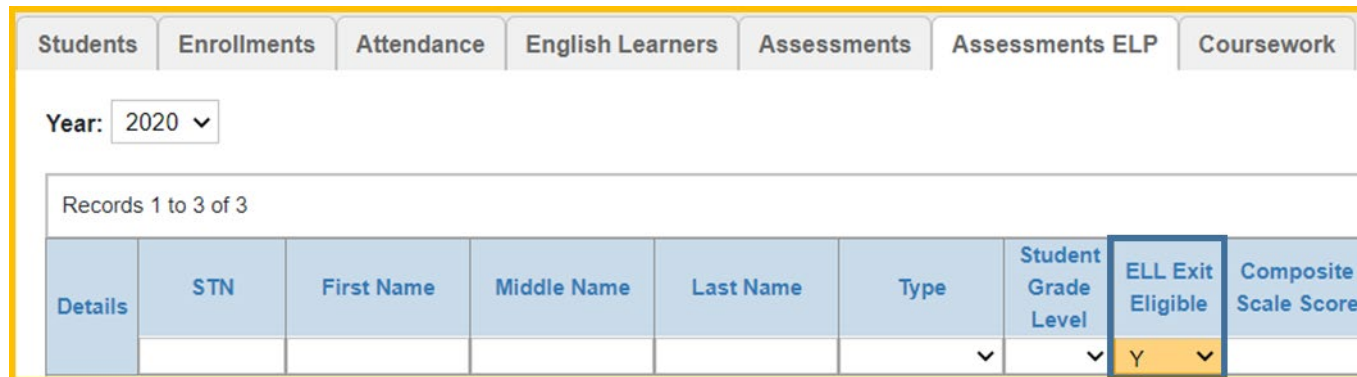
Students | Enrollments | Attendance | English Learners | Assessments | Assessments ELP | Coursework

Year: 2020 ▾

Records 1 to 60 of 60

Details	STN	First Name	Middle Name	Last Name	Type	Student Grade Level	ELL Exit Eligible	Composite Scale Score	Composite Perf Level
					▾	▾	▾		

- Select **Y** on the **ELL Exit Eligible** drop down menu:



Students | Enrollments | Attendance | English Learners | Assessments | Assessments ELP | Coursework

Year: 2020 ▾

Records 1 to 3 of 3

Details	STN	First Name	Middle Name	Last Name	Type	Student Grade Level	ELL Exit Eligible	Composite Scale Score
					▾	▾	Y ▾	

Accountability Reporting Application

- Click the **blue DVR button** (red in screen shot) in the **Create DVR (ELL Exit Exempt)** column next to the student for whom you will be submitting a request.



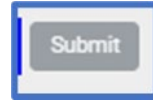
The screenshot shows a web application interface for the Accountability Reporting Application. At the top, there is a 'Year' dropdown menu set to '2022'. Below this, it indicates 'Records 1 to 27 of 27'. The main part of the interface is a table with the following columns: 'Create DVR', 'Details', 'STN', 'First Name', 'Middle Name', 'Last Name', 'Type', 'Student Grade Level', 'ELL Exit Eligible', and 'Create DVR (ELL Exit Exempt)'. The 'Create DVR' column contains a dropdown arrow. The 'Details' column contains 'View' links. The 'STN', 'First Name', 'Middle Name', and 'Last Name' columns are obscured by a large blue redaction box. The 'Type' column has a dropdown arrow. The 'Student Grade Level' column has a dropdown arrow. The 'ELL Exit Eligible' column contains 'Y - (2' with a dropdown arrow. The 'Create DVR (ELL Exit Exempt)' column contains red '+ DVR' buttons. The table has 5 rows of data.

	Create DVR	Details	STN	First Name	Middle Name	Last Name	Type	Student Grade Level	ELL Exit Eligible	Create DVR (ELL Exit Exempt)
1		View							Y	+ DVR
2		View							Y	+ DVR
3		View							Y	+ DVR
4		View							Y	+ DVR
5		View							Y	+ DVR

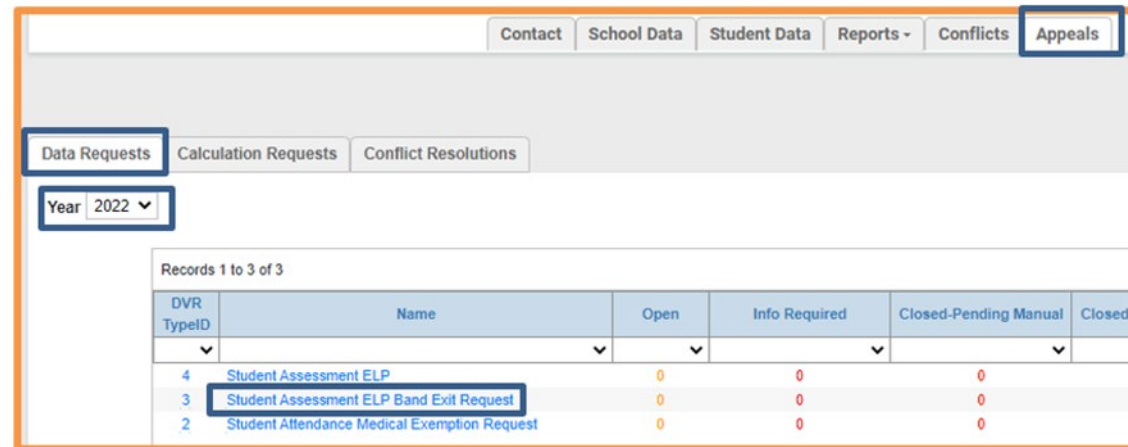
- A window will appear prompting an explanation for the request and allowing the upload of the appropriate rubric and supporting documentation.

Accountability Reporting Application

- When the required narrative has been completed and all supporting documentation uploaded, click the **Submit** button.



- To check the status of band exit requests, click on the **Appeals** tab and then click **Data Requests**. Ensure the current year is selected and next click on **Student Assessment ELP Band Exit Request**.

A screenshot of a web application interface. At the top, there are navigation tabs: "Contact", "School Data", "Student Data", "Reports -", "Conflicts", and "Appeals". The "Appeals" tab is selected. Below the tabs, there are sub-tabs: "Data Requests", "Calculation Requests", and "Conflict Resolutions". The "Data Requests" sub-tab is selected. Below the sub-tabs, there is a "Year" dropdown menu set to "2022". Below the year menu, there is a table with the following data:

DVR TypeID	Name	Open	Info Required	Closed-Pending Manual	Closed-
4	Student Assessment ELP	0	0	0	
3	Student Assessment ELP Band Exit Request	0	0	0	
2	Student Attendance Medical Exemption Request	0	0	0	

Resources

ELP Band Exit Process Resources

- To assist in managing the ELP Band Exit Committee process, staff are encouraged to review the [ELP Band Exit Committee Guidance](#) support document.
- ELP Band Exit Process Rubrics have been created to address multiple paths to exit EL status, and they are available on the [ELP Band Committee Exit Request](#) webpage.
- Rubrics **must** serve as center of decision-making for ELP Band Committees and signed by all required staff.

Reminder

Only two paths to exit EL status exist once a student is identified as an English Learner:

1. Achieving a proficiency score that meets state auto-exit criteria on the WIDA ACCESS or Alternate ACCESS assessment.
2. Being determined English language proficient after submission and approval of an ELP Band Exit Committee Request.

State content assessment scores, norm-referenced test scores, and/or Home Language Survey responses submitted after EL identification may not be used to exit an English Learner from EL status.

Thank you for serving and supporting Oklahoma's English Learners!

Office of English Language Proficiency
Oklahoma State Department of Education

oelp@sde.ok.gov

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