

WIDA Precode:

2024-2025 Academic Year Process and Procedure Update

Office of English Language Proficiency



OKLAHOMA
Education



Topics Addressed in this Webinar

- Purpose of the WIDA Precode
- Precode location
- Reviewing site EL rosters
- Verifying IEP and 504 Plan accommodations
- Additional points to note

What is the WIDA Precode?

- The WIDA Precode process generates a file containing all English Learners in the state who are expected to participate in the spring ACCESS for ELLs assessments.
- The file generated by the WIDA Precode process is uploaded by the state to WIDA AMS where:
 - 1) all students who will participate in the ACCESS Online assessment are automatically assigned the appropriate test sessions
 - 2) all paper/pencil and associated test administration materials are automatically ordered

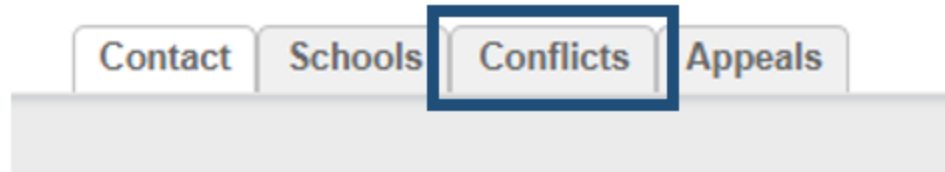
Where is the WIDA Precode Generated?

- The WIDA Precode file is generated through the **Accountability Reporting** application.
- Advantages of Using **Accountability Reporting**:
 1. Ensure greater accuracy in identifying those students expected to participate in the ACCESS assessment
 2. Account for (and provide LEAs the ability to indicate) individual student accommodations that require participation in the ACCESS Paper or Alternate ACCESS assessments

Reviewing Site-Level EL Student Rosters

- Before starting the review process, LEAs are strongly encouraged to ensure that:

1. All **Student School ELL Flag Conflicts** being generated in the **Accountability Reporting** application have been adequately addressed:



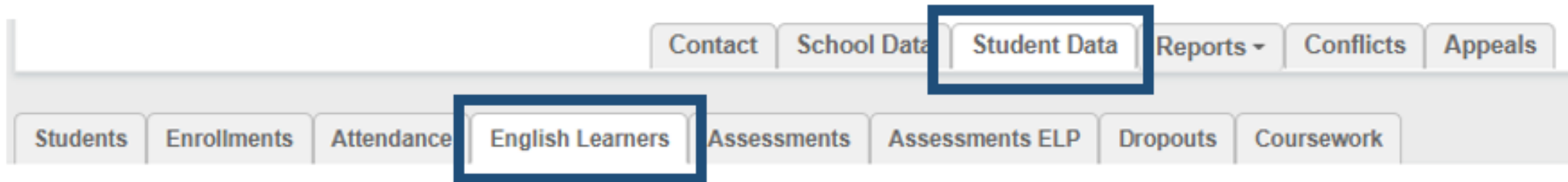
2. For students served under an IEP, ensure that any assessment accommodations applicable to state-mandated testing have been correctly reported in the EdPlan system.
- Failure to ensure either point above may lead to incorrect student assignment in ACCESS Online test sessions and/or additional time spent correcting issues and ordering additional materials after the initial upload.

Review Process

- Note that any staff tasked with completing this review will require site and/or district-level read/review access in the Accountability Reporting application.
1. Open the **Accountability Reporting** application in Single Sign On:

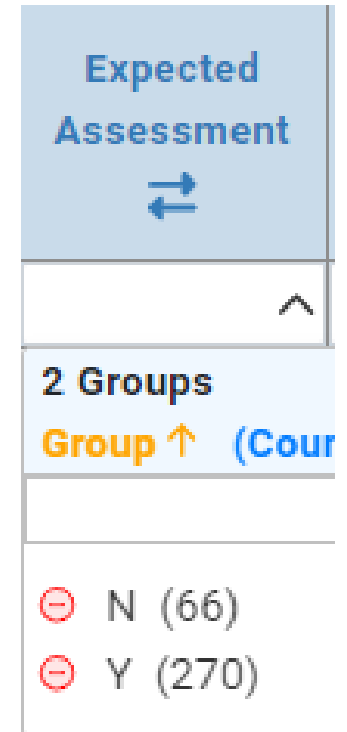


2. Select the desired site (located under the **Schools** tab for district-level users), select **Student Data**, and then select **English Learners**:



Continued...

- Note that the English Learners tab will generate a default roster of **all** EL students who have been enrolled at the selected site in the current academic year regardless of a student’s current enrollment status.
3. Locate the **English Learner** column and select “Expected Assessment” in the dropdown menu:
- Selecting this filter “Y” will generate a roster including only those students currently enrolled at the site who are expected to participate in the spring ACCESS assessment. **Any student listed in this roster at the close of the WIDA Precode window will be uploaded to the AMS system.**



Continued...

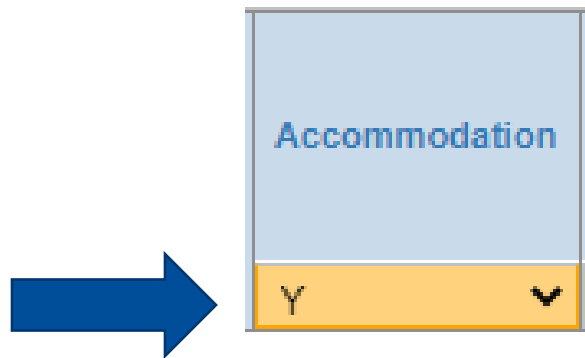
4. Noting the points below, verify the students listed in the roster against local information and ensure proper alignment.
 - If a student is appropriately listed on the roster, no further action is required of the LEA.
 - If an LEA feels an identified student **should not be** included on this roster, please review the student's EL assessment and identification history (the [English Learner Data Toolkit](#) may be helpful in this process). If the LEA still feels the student should not be present on the roster after review, please contact OELP staff to discuss student eligibility for an EL Misidentification Appeal.
 - If an LEA feels a student **should be** included on this roster and is not, please verify that the student has been assigned either **2349/Limited English Proficient/English Language Learner** or **1637/Limited English Proficient/English Language Learner Declined District EL Services** status in the local SIS. If the correct status is confirmed, please contact OELP staff for technical assistance.

Continued...

5. Repeat steps 1 through 4 for each LEA site. After all students have been verified and the site rosters are correct, no further action is required.
- LEAs completing this review early in the window are strongly encouraged to monitor their rosters for accuracy and resolve conflicts until the closure of the review window.
 - While the WIDA Precode is a filtered snapshot of the English Learners tab taken at one point in time, note that the students populating on the tab will continually update as ELs move in and out of the LEA over the course of the year.

Verifying IEP and 504 Plan Accommodations

- When reviewing student assessment rosters, LEA staff may select the arrow in the **Accommodation** column and select “Y” to generate students with accommodations:



Grade Level	English Proficiency Code	Language Count	Enrollment Exit Date	Expected Assessment	Create DVR (Accom.)	Accommodation
				Y		
04	2349	3	05/18/2023	Y		
06	2349	3	05/18/2023	Y		
04	2349	3	05/18/2023	Y		Y
04	2349	3	05/18/2023	Y		
06	2349	3	05/18/2023	Y		
04	2349	3	05/18/2023	Y		
04	2349	3	05/18/2023	Y		

Continued...

- A “Y” indicates that the student:
 1. Is enrolled in an OSTP-tested grade (3-8 or 11)
 2. Is being served under an IEP that has been correctly uploaded to the EdPlan system
 3. Has been assigned one of four testing accommodations in EdPlan that require paper/pencil participation in the ACCESS assessment (hovering over the “Y” will indicate the underlying accommodation):
 - Alternate Assessment (i.e., Alternate ACCESS)
 - Paper/Pencil
 - Large Print
 - Braille


Continued...

- If the LEA verifies the “Y” is correctly assigned, no further action is necessary.
- If the LEA feels the system **should be** generating a “Y” for a student, please verify that the appropriate testing accommodations have been selected in the EdPlan system. If the student’s accommodations have been verified, please contact OELP staff for technical support.
- If the LEA feels the system **should not be** generating a “Y”, please verify that the appropriate testing accommodations have been selected in the EdPlan system. If the student’s accommodations have been verified, please contact OELP staff for technical support.

Indicating 504 Plan & IEP Accommodations for Non-Tested Grades

- While reviewing student assessment rosters, LEA staff may see a blue **+DVR** button generated in the **Create DVR (Accom.)** column to the left of the student's **Accommodation** column:

Grade Level	English Proficiency Code	Language Count	Enrollment Exit Date	Assessment	Create DVR (Accom.)
02 - ▾	▾				
02	2349	3		3618406	+ DVR
02	2349	3		3618491	+ DVR
02	2349	3		3618487	
02	2349	3		3618403	
02	2349	3		3618393	
02	2349	3		3618387	
02	2349	3		3618410	
02	2349	3		3618380	
02	2349	3		3618413	
02	2349	3		3618494	+ DVR
02	2349	3		3618475	



Continued...

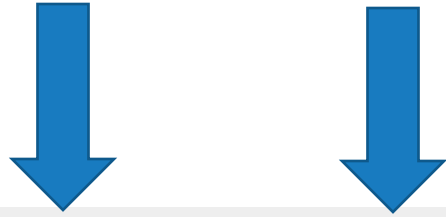
- A blue **+DVR** button indicates that the student is being served under an IEP or 504 Plan and is not currently enrolled in an OSTP tested year (grades 3-8 or 11).
- In either case, the student's accommodations will not automatically generate the "Y" discussed in the previous example.

Continued...

- If the student's IEP or 504 Plan affords the student one or more of the four testing accommodations listed in the prior example (Alternate Assessment, Large Print, Braille, or Paper/Pencil) or the student has been assigned another accommodation that would necessitate paper/pencil testing, clicking the blue **+DVR** button will automatically generate a window allowing LEA staff to provide a brief description of the accommodation* in the **Messages** space and to upload the IEP or 504 Plan **highlighting** the accommodation under **Documents**.

*Generally, this provision of supporting documentation is only necessary for Large Print, Braille, and Alternate ACCESS (Participation in the Alternate ACCESS assessment mandates participation in the OAAP assessment. Please see please see the [WIDA Alternate ACCESS Participation Decision Tree](#).)

Continued...



Messages 0 Documents 0

Type request here...

• You must enter a message of at least 20 characters in length

Send

If the student has been afforded an accommodation that necessitates paper/pencil participation in the ACCESS assessment, add a comment in **Messages** and provide a brief description of why this accommodation is necessary.

Continued...

- If the student is generating a blue **+DVR** button and has not been afforded an accommodation that necessitates paper/pencil participation in the ACCESS assessment, no further action is necessary, and the presence of the blue +DVR button may be ignored.
- If the student is not generating a blue **+DVR** button and the LEA feels they **should be**, the LEA is asked to verify the presence of an IEP in the EdPlan system or that the student is indicated as being served under a 504 Plan in the local SIS. If either is verified and the issue persists, please contact OELP staff for technical support.

Additional Points to Note

- The WIDA Precode window will be open from **November 4- November 19, 2024**.
- LEAs are not required to “certify” their site EL rosters, only to ensure that they are correct upon closure of the window.
- OSDE acknowledges that the current method of reporting student testing accommodations does not address every scenario where a paper/pencil assessment may be required. Specific cases where a student is not served on an IEP or 504 Plan and will still participate in one or more domains of paper/pencil ACCESS assessment will need to be addressed on a case-by-case basis at the local level. Any necessary paper materials would then be ordered in the additional materials ordering window (**January 6, 2025- March 14, 2025**).

Additional Points to Note

- For LEAS requesting Alternate ACCESS for Kindergarten, 1st, and/or 2nd graders, please create a blue **+DVR** and upload an IEP or 504 Plan stating that the student will most likely participate in the alternate state assessment (OAAP).

Contact Information

Paige Johnson,

**Project Manager, English Language Proficiency Assessment
(ELPA)**

paige.johnson@sde.ok.gov

405-522-3643