

ELP Band Committee Exit Request Process

Office of English Language Proficiency



OKLAHOMA
Education



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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
- 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 for 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 to automatically exit EL status. **It is not necessary to submit a band exit request for these students.**
- 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** in the student information system 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 administrations in the past three administrations.** **It is not necessary to submit a band exit request for these students.**
- 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** in the student information system and exited from EL services.

ELP Band Committee Exit Process Requirements & Eligibility

ACCESS Rubric Elements

Required 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 **ELP Band Exit: Assessments Approved for the ACCESS for ELLs Rubric Element #2.**

ACCESS ELP Band Rubric Elements

Students must meet at least one more element.

- **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.
- **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.

ACCESS ELP Band Rubric Elements

- **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 **ELP Band Exit: Norm-Referenced Tests Approved for ACCESS for ELLs Rubric Element #5**.
- **Element #6 SOLOM:** Student Oral Language Observation Matrix (**SOLOM**) the student must successfully earn **21 or more points** upon local administration of the inventory.

ACCESS ELP Band Rubric

- **ELP Band Exit: ACCESS for ELLs ELP Band Committee Rubric**

ALT ACCESS A3-P1 Rubric Elements

Required ALT ACCESS ELP Band Rubric Elements

- **Element #1 Alternate ACCESS for ELLs Assessment and Qualifying Scores (Required):** Student has achieved Composite/Overall scores within the **A3-P1** range on the two most recent Alternate ACCESS administrations in the previous three years.
- **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 students currently in grades 10 and 11).

Required 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

- **ELP Band Exit: Alternate ACCESS for ELLs ELP Band Committee Rubric**

ALT ACCESS A1-A2 Rubric Elements

Required 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 administrations of the Alternate ACCESS for ELLs assessment and earned a Composite/ Overall score within the A1-A2 range on three 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

- **ELP Band Exit: Alternate ACCESS for ELLS A1-A2 ELP Band Committee Rubric**

The Band Exit Committee

The ELP Band Committee

LEA Physical or Validated Digital Staff Signatures (minimum of 3 required)

- **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.

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

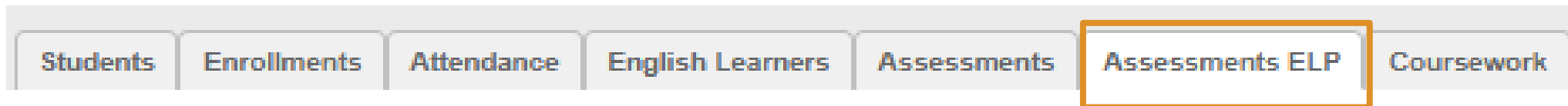
- Sign in to Single Sign-On and select **Accountability Reporting:**



- 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:

Year <input type="text" value="2024"/>									
Records 1 to 100 of 330									
Create DVR	Details	STN	First Name	Middle Name	Last Name	Type	Student Grade Level	ELL Exit Eligible	Create DVR (ELL Exit Exempt)
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

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

Year <input type="text" value="2024"/>									
Records 1 to 100 of 330									
Create DVR	Details	STN	First Name	Middle Name	Last Name	Type	Student Grade Level	ELL Exit Eligible	Create DVR (ELL Exit Exempt)
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="Y"/>	<input type="text"/>

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.

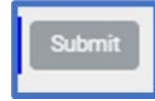
The screenshot shows a web application interface for the year 2024. It displays a table with 27 records. The table has columns for 'Create DVR', 'Details', 'STN', 'First Name', 'Middle Name', 'Last Name', 'Type', 'Student Grade Level', 'ELL Exit Eligible', and 'Create DVR (ELL Exit Exempt)'. The 'Create DVR (ELL Exit Exempt)' column contains red buttons labeled '+ DVR'. The 'ELL Exit Eligible' column shows 'Y' for all records. The 'Student Grade Level' column shows 'Y - (2' for the first record. The 'Details' column contains 'View' links. The 'Create DVR' column contains a dropdown menu. The 'STN', 'First Name', 'Middle Name', and 'Last Name' columns are redacted with a blue box.

	Create DVR	Details	STN	First Name	Middle Name	Last Name	Type	Student Grade Level	ELL Exit Eligible	Create DVR (ELL Exit Exempt)
	▼						▼	▼	Y - (2' ▼	▼
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.



- Please note that once the band exit request is submitted, in place of the DVR button will be a yellow gavel.
- Once the band exit has been processed, the gavel will then turn back into a DVR button. There is no need to submit another DVR for band exit.

Accountability Reporting Application

- 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**. Scroll to the last column **Resolution** and see comment regarding the status of the band exit.

The screenshot shows the 'Appeals' tab selected in the top navigation bar. Below it, the 'Data Requests' sub-tab is active. A 'Year' dropdown menu is set to '2024'. The table below displays 'Records 1 to 3 of 3' 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: ELP Band 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!

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