

**Identifying and assisting English learners**

Updated October 2017

**Step 1- How do schools identify EL students?**

Under federal law, all schools must identify all EL students and screen eligible students for language assistance. School districts must administer a home language survey to parents and students. The four questions must be part of the New Enrollment Card and can be found at: <http://doe.sd.gov/oess/TitleIIIela.aspx>

Contact Yutzil Becker at (605)773-4698 or Yutzil.Becker@state.sd.us for more information.

**Step 2- When must districts administer the KG W-APT/Grades 1-12 WIDA Screener assessment to students?**

If any questions from the home language survey (via the New Enrollment Card) are answered something “other than English,” districts must give the KG W-APT or grades 1-12 WIDA Screener (depending on what grade the student is in) to the student. At the **beginning,** of the school year, identification, screening and parental notification of eligible students must be given within **30 calendar days** of enrollment. Once the school year is **underway**, the window for identification, screening, and parental notification of eligibility is within **two weeks of enrollment**.

Contact Yutzil Becker at (605)773-4698 or Yutzil.Becker@state.sd.us for more information.

**Step 3- Where should a school find the KG W-APT assessment, and how do we administer it?**

You will find the KG W-APT at: <https://www.wida.us/assessment/w-apt/>. To gain access to this assessment, you must have a login/password. This information can only be given to the district testing coordinators.

Contact Yutzil Becker at (605)773-4698 or Yutzil.Becker@state.sd.us for more information.

**Step 3- Where should a school find the Grades 1-12 WIDA Screener assessment, and how do we administer it?**

You will find the grades 1-12 WIDA Screener assessment at: <https://www.drcedirect.com/all/eca-portal-ui/welcome/WIDA>

For more information on the grades 1-12 WIDA Screener assessment visit: <https://www.wida.us/assessment/Screener/screener-online.aspx>

Contact Yutzil Becker at (605)773-4698 or Yutzil.Becker@state.sd.us for more information.

**Step 4- What are the identifying criteria using the KG W-APT or Grades 1-12 WIDA Screener?**

Identification criteria can be found here: <http://doe.sd.gov/oess/TitleIIIela.aspx>

Contact Yutzil Becker at (605)773-4698 or Yutzil.Becker@state.sd.us for more information.

**Step 5- Where is the language status of the student recorded?**

Once a student has been identified as an EL student, you must go into Infinite Campus and mark the status of this student. The status of a student is located under: Student Information>Program Participation >EL. You must first select the Home Primary Language before you are able to enter EL information. The Home Primary Language can be found on the student’s demographics tab.

Contact Teri Jung at (605)773-8197 or Teri.Jung@state.sd.us for more information.

**Step 6- If a student is identified and assessed as EL, do schools need to create a Language Acquisition Plan?**

Yes, once a student has been identified, districts must create a Language Acquisition Plan for a student that is an English learner. It is important to involve staff members that will be working closely with the student in developing this plan. Sample plans can be found at: <http://doe.sd.gov/oess/TitleIIIela.aspx>

Contact Yutzil Becker at (605)773-4698 or Yutzil.Becker@state.sd.us for more information.

**Step 7-Once a plan has been created, how do we assess a student’s progress?**

Students in grades K-12 must be given the ACCESS for ELLs 2.0 each February, if identified as EL using the KG W-APT or grades 1-12 WIDA Screener online assessment. This large-scale test addresses the academic English language proficiency standards that help with instructing and evaluating the progress of English learners.

Contact Yutzil Becker at (605)773-4698 or Yutzil.Becker@state.sd.us for more information.

**Step 8- When does a student exit from EL status?**

In South Dakota, an EL is considered proficient in English when he/she achieves an overall composite score of 5.0.

Contact Yutzil Becker at (605)773-4698 or Yutzil.Becker@state.sd.us for more information.

**Step 9- Is a yearly evaluation of a student’s Language Acquisition Plan required?**

Yes. Schools should update the student’s LAP annually or when needed.

Contact Yutzil Becker at (605)773-4698 or Yutzil.Becker@state.sd.us for more information.

**Step 10- If schools still have questions about the progress, who do we contact?**

For questions related to EL assessment and EL questions or concerns, please contact Yutzil Becker at 605)773-4698 or Yutzil.Becker@state.sd.us for more information.