

English Language Proficiency (ELP) Assessments – Resources

Overview of ELP Assessment Resources

Between the Office of Superintendent of Public Instruction (OSPI) and WIDA, there are a variety of available resources that can provide additional information to support the management of ELP assessments. This section reviews the resources offered within OSPI and WIDA, as well as provides an overview of associated program contacts.

OSPI Support

OSPI provides several opportunities for support with the management of ELP assessments. While most of the support is with the ELP Assessment office, other departments at OSPI also work together to support ELP assessments, including the assessment operations team and the Multilingual Education (MLE) team.

OSPI Website

The OSPI website has a section on ELP assessments that includes an overview of ELP annual and screener assessments, and a section on ELP Professional Development. The website includes a wealth of resource links as well as contact information to reach OSPI's ELP assessment team.

OSPI ELP Assessment Office Hour

The OSPI website has a section on ELP assessments that includes an overview of ELP annual and screener assessments, and a section on ELP Professional Development. The website includes a wealth of resource links as well as contact information to reach OSPI's ELP assessment team.

OSPI Weekly Newsletters

OSPI offers weekly newsletters from various ELP Assessment-related offices that include new and updated state assessment and policy information while also providing upcoming assessment reminders.

- [*ELP Assessment Newsletter*](#): Produced by the ELP Assessment office, this newsletter provides a recap of the weekly office hour, important reminders, and key tasks associated with managing ELP assessments. Users can sign up to receive this weekly newsletter issued each Monday.
- [*Multilingual Education Program Newsletter*](#): Produced by the OSPI MLE department, this weekly newsletter contains information pertaining to multilingual programs and includes information about ELP assessments, both from OSPI and from WIDA. Users can sign up to receive this weekly newsletter issued each Friday.



- *Washington Assessment Weekly (WAW)*: The Assessment Operations office distributes this newsletter via email to all DACs listed in EDS. DACs are encouraged to establish an internal process for sharing information with other school and district staff as the information pertains to their responsibilities. ELP assessment information is included in this weekly newsletter issued each Thursday, including information from both OSPI and from WIDA.

Monthly Assessment Update Webinars

OSPI presents monthly assessment webinars that cover a variety of important updates and information on state assessments, including information about ELP assessments.

These webinars are preceded by an open assessment office hour the previous week. Register for the monthly assessment update webinars on the WCAP Portal. You can also view recordings of these webinars on the WCAP Portal.

MLE Info Sessions

The OSPI MLE team hosts MLE Info Sessions the first Thursday of each month, with morning and afternoon attendance options, that cover a variety of topics pertaining to ML education, including assessment.

OSPI Publications

OSPI's ELP assessment team produces and updates a variety of supporting publications to assist districts in the management of ELP assessments.

Other OSPI teams also produce publications relevant to the test administration of ELP assessments.

ML Policies and Practices Guide
• Transitional Bilingual Instruction Program Guidance
ELPA Management
• ELPA Guidance - Introduction • ELPA Guidance - User Management • ELPA Guidance - Student Management • ELPA Guidance - Placement Assessments
Accommodations
• Guidelines for Statewide Accountability Assessments • Guidelines on Tools, Supports and Accommodations for State Assessments - GTSA
Test Coordination
• Test Coordinator's Manual TCM
Test Security
• Professional Assessment Standards Security, Appeals, and Reporting Guidelines

OSPI Contact Chart

Use the chart below to determine which vendor to contact for customer service support.

Department	Contact Information	Services
Assessment Assessment Operations	• assessment@k12.wa.us • 360-725-6348	• Policy and guidance. • Resources and support. • General assessment questions.
Assessment ELP Assessments	• ELPAssessments@k12.wa.us • 564-669-4777	• Requests for screeners and accommodated test forms. • WIDA policy, guidance, training, technical support, and reports for screener and annual assessments. • Access to vendor portals.
Student Information Assessment Analysts	• assessmentanalysts@k12.wa.us • 360-725-6109	• Student data flow with vendor data system. • WIDA score files.
Student Information CEDARS	• AskSI@k12.wa.us • 360-725-6358	• CEDARS questions. • SIS questions.
Student Information Assessment Analysts Public Reporting	• ReportCardRedesign@k12.wa.us	• Public data posted on report card. • Tableau preview of EL progress data.
Multilingual Education Program	• MultilingualED@k12.wa.us • 360-725-6145	• Policy and guidance. • Resources and support. • General MLE program questions.
OSPI Customer Support	• customersupport@k12.wa.us • 800-725-4311	• CEDARS/EDS issues

WIDA Support

The WIDA Secure Portal houses a variety of resources for the management of WIDA assessments. From the portal home page, you can, depending on your role/permission, access the following options:

- [Assessment Training](#): Assessment training courses and related resources
- [Webinars](#): Upcoming and recorded webinars on timely assessment topics
- [Resources](#): All resources are tagged so you can easily filter to find the secure resources that accompany your assessment training or professional learning course.

WIDA Assessment Resources

Use the chart below to access specific resources for assessment.

WIDA Screener	WIDA ACCESS
WIDA Screener for Kindergarten Test Administrator Manual	WIDA ACCESS District and School Test Coordinator Manual
WIDA Screener Online Test Administrator Manual	WIDA Accessibility and Accommodations Manual
WIDA Screener Paper Test Administrator Manual	WIDA ACCESS Test Administrator Manual
WIDA Alternate Screener Test Administrator Manual	WIDA ACCESS Test Administrator Essentials WIDA Secure Portal

WIDA Contact Chart

Use the chart below to determine which vendor to contact for customer service support.

Vendor	Contact Information	Services
WIDA Client Services	• help@wida.wisc.edu • 866-276-7735	• WIDA user accounts, training, and assessments. • Test administration procedures. • Score interpretation.
DRC Customer Service	• WIDA@datarecognitioncorp.com • 855-787-9615	• WIDA AMS (User, Student, and Test, and Report Management). • Technology support and set up (COS-SD, DRC INSIGHT). • Materials ordering and processing.