

APPENDIX C

Participation Documentation and Accommodations Checklists For English Learner Students

When completed by the I-ELP Committee, this checklist becomes a part of the student's I-ELP.

Name: _____ School: _____ Grade: _____ Year: _____

ALABAMA HIGH SCHOOL GRADUATION EXAM (AHSGE)

- 1. Student will participate in the AHSGE. Student is working toward the Alabama High School Diploma.
- 2. No accommodations are required for student to participate.
- 3. Accommodations are required for student to participate. (See attached AHSGE Accommodations Checklist.)
- 4. Student is an English Learner student in his/her first 12 months of enrollment in a U.S. school(s) and will participate as indicated on the AHSGE Deferral Form for English Learner (EL) Student During His/Her First 12 Months of Enrollment in U.S. Schools. (See attached AHSGE Deferral Form.)

Justification for all decisions made above:

ALABAMA READING AND MATHEMATICS TEST⁺ (ARMT⁺)
(For Spring 2013 ARMT⁺ or assessment to replace ARMT⁺ beginning Spring 2014)

- 1. Student will participate in the ARMT⁺ in reading and mathematics in Grade3, 4, 6, or 8.
- 2. Student will participate in the ARMT⁺ in reading, mathematics, and science in Grade5 or 7.
- 3. No accommodations are required for student to participate.
- 4. Accommodations are required for student to participate. (See attached ARMT⁺ Accommodations Checklist.)
- 5. Student will **not** participate in the reading subtest because student is an EL student in his/her first 12 months of enrollment in a U.S. school(s), but will participate in the mathematics subtest (Grade3-8) and will participate in the science subtest (Grade 5 or 7).

Justification for all decisions made above:

EXPLORE

- 1. Student will participate in the EXPLORE and UNIACT Interest Inventory.
- 2. No accommodations are required for student to participate.
- 3. Accommodations are required for student to participate. (See attached EXPLORE/PLAN Accommodations Checklist.)
- 4. Student will **not** participate in the reading or English subtests because student is an EL student in his/her first 12 months of enrollment in a U.S. school(s), but will participate in the mathematics and science subtests.

Justification for all decisions made above:

PLAN

- 1. Student will participate in the PLAN and UNIACT Interest Inventory.
- 2. No accommodations are required for student to participate.
- 3. Accommodations are required for student to participate. (See attached EXPLORE/PLAN Accommodations Checklist.)
- 4. Student will **not** participate in the reading or English subtests because student is an EL student in his/her first 12 months of enrollment in a U.S. school(s), but will participate in the mathematics and science subtests.

Justification for all decisions made above:

ASSESSING COMPREHENSION AND COMMUNICATION IN ENGLISH STATE-TO-STATE FOR ENGLISH LANGUAGE LEARNERS (ACCESS for ELLs)

- 1. Student will participate in ACCESS for ELLs.
- 2. No accommodations are required for student to participate.
- 3. Accommodations are required for student to participate. (See attached ACCESS for ELLs Accommodations Checklist.)
- 4. Student will participate in *Alternate Assessing Comprehension and Communication in English State-to-State for English Language Learners* (Alternate ACCESS FOR ELLs.)
- 5. No accommodations are required for student to participate in Alternate ACCESS for ELLs.
- 6. Accommodations are required for student to participate in Alternate ACCESS for ELLs. (See attached Alternate ACCESS for ELLs Accommodations Checklist.)

Justification for all decisions made above:

QUALITYCORE End-of-Course ASSESSMENTS

- 1. Student will participate in the QualityCore end-of-course Assessments.
- 2. No accommodations are required for student to participate.
- 3. Accommodations are required for student to participate. (See attached QualityCore End-of-Course Assessments Accommodations Checklist.)

Justification for all decisions made above:

ACT Plus Writing

- 1. Student will participate in the ACT Plus Writing assessment.
- 2. No accommodations are required for student to participate.
- 3. Accommodations are required for student to participate. (See attached ACT Plus Writing Accommodations Checklist.)

Justification for all decisions made above:

If the school is chosen to participate in piloting of an assessment or the *National Assessment of Educational Progress (NAEP)*, the student will participate unless the EL Committee is reconvened. Students needing special formats will participate in pilots only if special formats are available.

For additional information regarding the **Alabama Student Assessment Program Policies and Procedures for Students of Special Populations**, refer to the following link:
https://docs.alsde.edu/documents/91/Alabama_Student_Assessment_Program_Policies_and_Procedures_for_Students_of_Special_Populations.pdf.

**Alabama High School Graduation Exam (AHSGE)
Deferral Form for English Learner (EL) Student
During His/Her First 12 Months of Enrollment in U.S. Schools**

Student Name: _____ System: _____

School: _____ Grade: _____ Year: _____

This EL student is in his/her first 12 months of enrollment in U.S. schools and is required to pass the AHSGE in order to receive an Alabama High School Diploma. Although the student **must** take the mathematics and biology tests of the AHSGE, the following decisions have been made regarding the other AHSGE tests:

Reading:

- _____ The student will participate in the reading test.
- _____ The student will defer the reading test until the first administration of the next school year.

Language:

- _____ The student will participate in the language test.
- _____ The student will defer the language test until the next administration for which the student is eligible.

Social Studies:

- _____ The student will participate in the social studies test.
- _____ The student will defer the social studies test until the next administration for which the student is eligible.

The student, parent/guardian, and EL Committee understand that this deferral is for the specified period **only**. The student must pass all required tests of the AHSGE in order to receive an Alabama High School Diploma.

Signature of Student	Date	Signature of Parent/Guardian	Date
Signature of EL Committee Member	Title		Date
Signature of EL Committee Member	Title		Date
Signature of EL Committee Member	Title		Date

EL ACCOMMODATIONS CHECKLIST
Alabama High School Graduation Exam (AHSGE)

Revised October 2012

The state assessment accommodations specified below mirror instructional accommodations documented in the student's I-ELP which are provided regularly in the classroom when the student receives instruction and takes classroom tests and have proven to be successful. When completed by the EL Committee, this checklist becomes part of the student's I-ELP.

Name: _____ School: _____ Grade: _____ Year: _____

A. Scheduling Accommodations. Tests will be administered:

- 1. At a time of day most beneficial to student.
- 2. In periods of _____minutes followed by rest breaks of _____minutes.
- 3. With other accommodations needed due to the level of language proficiency. **SDE APPROVAL ONLY.**

B. Setting/Administration Accommodations. Tests will be administered:

- 1. In a small group.
- 2. In the ESL classroom.
- 3. With student seated in front of classroom.
- 4. With teacher facing student.
- 5. By student's ESL teacher.
- 6. Using a native language interpreter during the time oral instruction is given to the student. (Interpreter may only interpret directions—interpreter may not clarify or offer interpretation of items.)
- 7. Individually.
- 8. With other accommodations needed due to the level of language proficiency. **SDE APPROVAL ONLY.**

C. Format and/or Equipment Accommodations. Tests will be administered with:

- 1. Mathematics subject-area test read aloud in English by test administrator.
- 2. Language subject-area test read aloud in English by test administrator.
- 3. Biology subject-area test read aloud in English by test administrator.
- 4. Social Studies subject-area test read aloud in English by test administrator.
- 5. Environmental equipment (noise buffers or carrel).
- 6. English/native language translation dictionary (word-to-word translation/no definitions).
- 7. English/native language electronic translator (word-to-word translation/no definitions).
- 8. Template.
- 9. Marker to maintain place.
- 10. With other accommodations needed due to the level of language proficiency. **SDE APPROVAL ONLY.**

D. Recording Accommodations. Test will be administered with the following accommodation(s):

- 1. Student will mark answers in test booklets.
- 2. With other accommodations needed due to the level of language proficiency. **SDE APPROVAL ONLY.**

EL ACCOMMODATIONS CHECKLIST
Alabama Reading and Mathematics Test⁺ (ARMT⁺)

Revised October 2012

The state assessment accommodations specified below mirror instructional accommodations documented in the student's I-ELP which are provided regularly in the classroom when the student receives instruction and takes classroom tests and have proven to be successful. When completed by the EL Committee, this checklist becomes part of the student's I-ELP.

Name: _____ School: _____ Grade: _____ Year: _____

A. Scheduling Accommodations. Test will be administered:

- 1. At a time of day most beneficial to student.
- 2. In periods of one subtest followed by a break of _____ minutes for reading and mathematics.
- 3. With the rest break increased to _____ minutes for science.
- 4. With other accommodations needed due to the level of language proficiency. **SDE APPROVAL ONLY.**

B. Setting/Administration Accommodations. Test will be administered:

- 1. In a small group.
- 2. In the EL classroom.
- 3. With student seated in front of classroom.
- 4. With teacher facing student.
- 5. By student's EL teacher.
- 6. Individually.
- 7. Using a native language interpreter during time oral instruction is given to the student. (Interpreter may only interpret directions – interpreter may not clarify or offer interpretation of items.)
- 8. With other accommodations needed due to the level of language proficiency. **SDE APPROVAL ONLY.**

C. Format and/or Equipment Accommodations. Test will be administered with:

- 1. Environmental equipment (noise buffers or carrel).
- 2. Mathematics subtest read aloud in English by test administrator.
- 3. Science subtest read aloud in English by test administrator.
- 4. Marker to maintain place.
- 5. English/native language translation dictionary (word-to-word translation/no definitions).
- 6. English/native language electronic translator (word-to-word translation/no definitions).
- 7. Template.
- 8. With other accommodations needed due to the level of language proficiency. **SDE APPROVAL ONLY.**

D. Recording Accommodations. Test will be administered with the following accommodation(s):

- 1. Student will mark multiple-choice and gridded answers in test booklet. Open-ended responses must be written in the answer document by the student.
- 2. With other accommodations needed due to the level of language proficiency. **SDE APPROVAL ONLY.**

EL ACCOMMODATIONS CHECKLIST
EXPLORE/PLAN

Revised October 2012

The state assessment accommodations specified below mirror instructional accommodations documented in the student's I-ELP which are provided regularly in the classroom when the student receives instruction and takes classroom tests and have proven to be successful. When completed by the EL Committee, this checklist becomes part of the student's I-ELP.

Name: _____ School: _____ Grade: _____ Year: _____

A. Scheduling Accommodations. Test will be administered:

- 1. At a time of day most beneficial to student.
- 2. With additional breaks with standard time. (This accommodation must be provided in a separate setting.)
- 3. With other accommodations needed due to the level of language proficiency. **SDE APPROVAL ONLY.**

B. Setting/Administration Accommodations. Test will be administered:

- 1. In a small group.
- 2. In the EL classroom.
- 3. With student seated in front of classroom.
- 4. With teacher facing student.
- 5. By student's EL teacher.
- 6. Individually.
- 7. Using a native language interpreter during the time oral instruction is given to the student. (Interpreter may only interpret directions—interpreter may not clarify or offer interpretation of items.)
- 8. With other accommodations needed due to the level of language proficiency. **SDE APPROVAL ONLY.**

C. Format and/or Equipment Accommodations. Test will be administered with:

- 1. Environmental equipment (noise buffers or carrel).
- 2. Template.
- 3. Marker to maintain place.
- 2. With other accommodations needed due to the level of language proficiency. **SDE APPROVAL ONLY.**

IEP/504 ACCOMMODATIONS CHECKLIST

Revised January 2013

Assessing Comprehension and Communication in English State-to-State for English Language Learners (ACCESS for ELLs)

The state assessment accommodations specified below mirror instructional accommodations documented in the student's IEP/504 Plan and I-ELP which are provided regularly in the classroom when the student receives instruction and takes classroom tests and have proven to be successful. When completed by the IEP Team/504 Committee/EL Committee, this checklist becomes part of the student's IEP/504 Plan and I-ELP.

Name: _____ School: _____ Grade: _____ Year: _____

A. Scheduling Accommodations. Test will be administered:

- 1. At a time of day most beneficial to student.
- 2. In periods of one subtest followed by a break of _____ minutes. (Breaks are not permitted within a subtest.)
- 3. With other accommodations needed due to the nature of the disability and the nature of the assessment.

SDE APPROVAL ONLY.

B. Setting/Administration Accommodations. Test will be administered:

- 1. In a small group.
- 2. In the special education classroom.
- 3. At the student's home (homebound students only).
- 4. With student seated in front of classroom.
- 5. With teacher facing student.
- 6. By student's special education teacher.
- 7. Individually.
- 8. Using an interpreter during time directions are given to the student.
_____ Sign Language Interpreter _____ Native Language Interpreter
(Interpreter may only interpret directions - interpreter may not clarify or offer interpretation of items.)
- 9. With other accommodations needed due to the nature of the disability and the nature of the assessment.

SDE APPROVAL ONLY.

C. Format and/or Equipment Accommodations. Test will be administered with:

- 1. Magnifying equipment.
- 2. Amplification equipment (e.g., hearing aid, special acoustics, auditory trainer).
- 3. Environmental equipment (noise buffers, slant board, wedge, special lighting, special acoustics, adaptive or special furniture, or carrel).
- 4. Template.
- 5. Large-print test booklet (18-point text).
- 6. Colored overlay.
- 7. Writing subtest read aloud in English by test administrator.
- 8. Marker to maintain place.
- 9. Pencil grip or large-diameter soft-lead (No. 2) pencil.
- 10. Secure paper with magnet or tape.
- 11. With other accommodations needed due to the nature of the disability and the nature of the assessment.

SDE APPROVAL ONLY.

D. Recording Accommodations. Test will be administered with the following recording accommodations:

- 1. Student's answers, **in English**, will be recorded by proctor or assistant.
- 2. With other accommodations needed due to the nature of the disability and the nature of the assessment.

SDE APPROVAL ONLY.

IEP/504 ACCOMMODATIONS CHECKLIST

January 2013

Alternate Assessing Comprehension and Communication in English State-to-State for English Language Learners (Alternate ACCESS for ELLs)

The state assessment accommodations specified below mirror instructional accommodations documented in the student's IEP/504 Plan and I-ELP which are provided regularly in the classroom when the student receives instruction and takes classroom tests and have proven to be successful. When completed by the IEP Team/504 Committee/EL Committee, this checklist becomes part of the student's IEP/504 Plan and I-ELP.

Name: _____ School: _____ Grade: _____ Year: _____

A. Scheduling Accommodations. Test will be administered:

- 1. At a time of day most beneficial to student.
- 2. Short-segment testing (refers to administration of very brief sections of the test at a time, such as three or four items related to a common theme).
- 3. Extended testing time within the same school day.
- 4. Extended testing sessions over multiple days.
- 5. More breaks as needed by student.
- 5. With other accommodations needed due to the nature of the disability and the nature of the assessment.
SDE APPROVAL ONLY.

B. Setting/Administration Accommodations. Test will be administered:

- 1. In a small group.
- 2. In the special education classroom.
- 3. At the student's home (homebound students only).
- 4. By student's special education teacher.
- 5. By school personnel familiar to student.
- 6. Individually.
- 7. Repeat directions.
- 8. Answer orally, point to answer in all domains except Writing and Speaking.
- 9. Using an interpreter during time directions are given to the student.
_____ Sign Language Interpreter _____ Native Language Interpreter
(Interpreter may interpret, clarify, or explain directions in English and/or native language).
- 10. With other accommodations needed due to the nature of the disability and the nature of the assessment.
SDE APPROVAL ONLY.

C. Format and/or Equipment Accommodations. Test will be administered with:

- 1. Magnifying equipment.
- 2. Amplification equipment (e.g., hearing aid, auditory trainer).
- 3. Environmental equipment (noise buffers, slant board, wedge, special lighting, special acoustics, adaptive or special furniture, carrel, equipment or technology that student uses for other tests and class work).
- 4. Large-print test booklet (18-point text).
- 5. Writing subtest read aloud in English by test administrator.
- 6. With other accommodations needed due to the nature of the disability and the nature of the assessment.
SDE APPROVAL ONLY.

D. Recording Accommodations. Test will be administered with the following recording accommodations:

- 1. Student's answers, **in English**, will be recorded verbatim, including spelling, punctuation, and paragraph breaks by a proctor or assistant.
- 2. With other accommodations needed due to the nature of the disability and the nature of the assessment.
SDE APPROVAL ONLY.

EL ACCOMMODATIONS CHECKLIST
QualityCore End-of-Course Assessments

Revised January 2013

The state assessment accommodations specified below mirror instructional accommodations documented in the student's I-ELP which are provided regularly in the classroom when the student receives instruction and takes classroom tests and have proven to be successful. When completed by the EL Committee, this checklist becomes part of the student's I-ELP.

Name: _____ School: _____ Grade: _____ Year: _____

A. Scheduling Accommodations. Test will be administered:

- 1. At a time of day most beneficial to student.
- 2. With tests administered over a two day period. (Stopping a test within a session is not permitted.)
- 3. With additional breaks with standard time. (This accommodation must be provided in a separate setting.)
- 4. With other accommodations needed due to the level of language proficiency. **SDE APPROVAL ONLY.**

B. Setting/Administration Accommodations. Test will be administered:

- 1. In a small group.
- 2. In the EL classroom.
- 3. With student seated in front of classroom.
- 4. With teacher facing student.
- 5. By student's EL teacher.
- 6. Individually.
- 7. Using a native language interpreter during the time oral instruction is given to the student. (Interpreter may only interpret directions – interpreter may not clarify or offer interpretation of items).
- 8. With other accommodations needed due to the level of language proficiency. **SDE APPROVAL ONLY.**

C. Format and/or Equipment Accommodations. Test will be administered with:

- 1. Environmental equipment (noise buffers or carrel).
- 2. Templates.
- 3. Marker to maintain place.
- 4. With other accommodations needed due to the level of language proficiency. **SDE APPROVAL ONLY.**

EL ACCOMMODATIONS CHECKLIST

January 2013

ACT Plus Writing

The state assessment accommodations specified below mirror instructional accommodations documented in the student's I-ELP which are provided regularly in the classroom when the student receives instruction and takes classroom tests and have proven to be successful. When completed by the EL Committee, this checklist becomes part of the student's I-ELP.

Name: _____ School: _____ Grade: ____ Year: _____

A. Scheduling Accommodations. (Not available for EL students.)

B. Setting/Administration Accommodations. Test will be administered:

- 1. In a small group.
- 2. In the EL classroom.
- 3. With student seated in front of classroom.
- 4. With teacher facing student.
- 5. By the student's EL teacher.
- 6. Individually with standard time only.

C. Format and/or Equipment Accommodations. Test will be administered with:

- 1. Environmental equipment (noise buffers or carrel).
- 2. Template.
- 3. Marker to maintain place.