

## **Board of Education Approval Process to Evaluate Locally Selected or Developed English Language Proficiency (ELP) Assessments**

If school divisions choose to nominate a test other than the ACCESS for ELLs<sup>®</sup> test for approval by the Board of Education, they must submit:

- A completed cover sheet (see Attachment B);
- Documentation of alignment with the WIDA<sup>®</sup> Consortium ELP standards;
- Documentation of alignment with the WIDA<sup>®</sup> Consortium ELP levels;
- Documentation that the assessment includes all four skill areas (listening, speaking, reading, and writing);
- Documentation of comparability to ACCESS for ELLs<sup>®</sup> in score reporting;
- Documentation that the assessment was developed specifically for the limited English proficient (LEP) population per No Child Left Behind (NCLB) guidelines; and
- Documentation that the assessment adheres to psychometric guidelines per the Standards for Education and Psychological Testing by the American Education Research Association, American Psychological Association, and the National Council on Measurement in Education.

Documentation may be provided electronically to [Student\\_assessment@doe.virginia.gov](mailto:Student_assessment@doe.virginia.gov), by fax to (804) 371-8978, or by mail to Virginia Department of Education, Division of Student Assessment and School Improvement, P. O. Box 2120, Richmond, VA 23218-2120.

The division's choice of ELP assessment and required documentation will be reviewed by the Virginia Department of Education. Recommendations will be presented to the Board of Education for final approval.

If you have questions or need additional information, please contact student assessment staff by e-mail at [Student\\_assessment@doe.virginia.gov](mailto:Student_assessment@doe.virginia.gov) or by telephone at (804) 225-2102.