

MEMORANDUM

To: County Test Directors
County Title III Directors

From: Jan Barth, Executive Director
Office of Assessment, Accountability, and Research

Amelia Davis Courts, Executive Director
Office of International Schools

Date: March 3, 2010

Re: Guidance on the Participation of LEP Students in WV-MAP Assessments

West Virginia Board of Education Policies 2417: *Programs of Study for Limited English Proficient Students* <http://wvde.state.wv.us/policies/p2417.html> and 2340: *West Virginia Measures of Academic Progress* <http://wvde.state.wv.us/policies/p22340.html> state that all LEP students must participate in WVMAP assessments. Therefore, an LEP committee cannot exempt any LEP student from participation in WVMAP Assessments and the committee must determine appropriate accommodations for each student's participation. Recently, several counties have requested clarification on the participation of LEP students with negligible English proficiency in WVMAP Assessments. The information below provides further guidance on this issue.

- Students with negligible English proficiency (e.g. students who have recently arrived in the United States) must be given an opportunity to attempt WVMAP assessments. This can be accomplished by
 - Individual administration
 - Provision of all assigned accommodations
 - Stopping the assessment if the student provides no response to any portion
 - Stopping the assessment if the student indicates (in native language or English) an inability to attempt or continue the test
- If the assessment is stopped, the examiner should adhere to the following:
 - Submit student response or submit the blank screen for the Online writing portion of RLA WESTEST 2
 - Submit the test book (grade 3) or the answer document (grades 4-11) for WESTEST 2

NOTE: If an LEP student attempts any portion of the assessment, the student will be counted in the school/county/state participation rate and receive an assessment report. However, if the student **has not met** the full academic year requirement, his/her results **will not** affect AYP calculations.

We trust this information is helpful. Should you have further questions or need additional information, please feel free to contact Melissa Gholson by telephone at 1.304.558.2546 or by e-mail mgholson@access.k12.wv.us or Amelia Courts by telephone at 1.304.558.2691 or by e-mail at aadavis@access.k12.wv.us.