Dear Parent/Guardian:

Wisconsin’s English learners in grades K-12 will be participating in the ACCESS for ELLs assessment during the February 22 - April 30, testing window. ACCESS for ELLs is required by both State (Wisconsin State Statute s. 115.96 (1)) and Federal (20 U.S. Code s. 6311) Law. Participation in State assessments can help determine the impact the pandemic has had on academic achievement and equity. Equitable testing is important because clearly knowing the performance of all students is the first step in closing achievement gaps. We must know exactly which gaps exist, the size of the gaps, and the persistence of the gaps. Our school is scheduled to take the ACCESS for ELLs assessment \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

In-person assessment is the only viable method for the state assessments. The company who produces the test has no remote (virtual) testing option available. Proctored, on-site testing ensures standardized administration that includes equitable access to technology and optimal testing environments, test security, and validity.

We are taking every precaution to ensure a safe testing environment. We are following procedures recommended by the Center for Disease Control (CDC) and Department of Health Services (DHS) including social distancing, flexible schedules and the frequent sanitization of student spaces and equipment. *[Please customize to fit your school’s plans and/or include a local planning document.]*

The ACCESS for ELLs tests students identified as English Learners (ELs) annually to determine their level of English language proficiency (ELP) and ensure that they are progressing in achieving full English proficiency. One or more subtests may be administered daily during our selected time frame. Please make sure students are healthy before sending them to school. Keep students home who are ill or have been exposed to COVID-19. Students not in school on testing days will be scheduled for a make-up test prior to the close of the testing window.

Enclosed is an *ACCESS for ELLs Information for Families* brochure which gives more information about the assessment including its purpose, what scores will be provided, and how the scores will be used. Performance on the ACCESS for ELLs will not affect student grades. Please encourage students to take the test seriously and do the best they can. The results of these tests will be used to help school staff make determinations regarding planning, instruction, and services to best support students.

*[Include information about materials students will need to bring on testing day (e.g. Device, headset, charging cable, mouse, mousepad).]*

If you have any questions, please contact \_\_\_\_\_\_\_\_\_\_ at \_\_\_\_\_\_\_\_\_\_\_\_\_\_.

Thank you,

*[Name]*, Principal