



STATE OF NEW JERSEY  
**DEPARTMENT OF EDUCATION**

A Memo from the New Jersey Department of Education

**Date:** July 17, 2024

**To:** Local Educational Agency Leads, Directors of Approved Private Schools for Students with Disabilities

**Route To:** Principals, School Counselors, Instructional Coaches, District Test Coordinators, Assistant Superintendents of Curriculum and Instruction, Directors of Special Services

**From:** Kathy Ehling, Assistant Commissioner  
 Division of Educational Services

Jorden Schiff, Ed. D., Assistant Commissioner  
 Division of Teaching and Learning Services

**Deadlines:** 30 days for mailing paper Individual Student Reports (ISRs) to parents/guardians upon receipt of information from the Department.

60 days for reporting results to local school boards of education up receipt of information from the Department.

**Spring 2024 ACCESS for ELLs and WIDA Alternate ACCESS Statewide Assessment Results and Exit Procedures for Multilingual Learners with a Disability**

The New Jersey Department of Education (NJDOE) would like to thank all local educational agencies (LEAs) for making the Spring 2024 ACCESS for ELLs and WIDA Alternate ACCESS administration a success. One of the primary purposes of our statewide assessment program is to identify areas of curricular strength along with opportunities for improvement in each of the tested content areas. LEAs are encouraged to review these results in conjunction with locally administered assessments to determine the optimum mechanism to support learning and mastery of our state's rigorous standards.

**District Receipt of Individual Student Reports (ISRs)**

The chart below details when LEAs can expect to receive ISRs as well as the 30-day deadline to distribute ISRs to parents/guardians, and the 60-day deadline to report assessment results to local boards of education. As a reminder, due to standard setting, the Spring 2024 WIDA Alternate ACCESS Score Reports will be delivered on a different timeline than the ACCESS for ELLs reports. All assessment results will be sent directly to LEA central offices.

Assessment programs	ISRs received in the LEA no later than	30 days after receipt of results to distribute results to parents <sup>1</sup>	60 days after receipt of results to report to the local board of education <sup>2</sup>
ACCESS for ELLs	July 17, 2024	August 16, 2024	September 16, 2024
WIDA Alternate ACCESS	October 18, 2024	November 18, 2024	December 18, 2024

<sup>1</sup> Per N.J.A.C. 6A:8-4.3(b): Chief school administrators shall provide educators, parents, and students with the results of annual assessments as required under N.J.A.C. 6A:8-4.2(a), within 30 days of receipt of information from the Department.

<sup>2</sup> Per N.J.A.C. 6A:8-4.3(a): Chief school administrators shall report final results of annual assessments to district boards of education and members of the public at a public meeting within 60 days of receipt of information from the Department.

ISRs will be sent to both the sending and receiving LEAs for students who receive their instruction at a school other than their accountable school. Once LEAs receive their ISRs, a copy must be mailed to parents/guardians within 30 days. The NJDOE encourages LEAs to share the ISRs with students' families as soon as practicable to facilitate the timely distribution of student results. To support these communication efforts, resources to assist with the sharing of assessment results are linked below in the District Communication Resources section of this broadcast.

### **Reporting Requirement**

LEAs must report statewide assessment results to local school boards within 60 days of receipt of the ACCESS for ELLs and WIDA Alternate ACCESS results. The report must include aggregated and disaggregated subgroup data, comparative analyses, and appropriate intervention strategies.<sup>3</sup> The number of students for reporting is a minimum of 10 as per suppression rules applied to student data to protect student confidentiality.

### **District Communication Resources**

Resources to assist with the sharing of ACCESS for ELLs and WIDA Alternate ACCESS results can be found on the [NJ WIDA webpage](#) under the section titled "Reporting Resources."

### **Exit Procedures for Multilingual Learners with a Disability**

LEAs may not exit a multilingual learner (ML) from ML status unless the student has demonstrated proficiency on a valid and reliable assessment that includes the four domains of listening, speaking, reading, and writing. There is an exception for a multilingual learner whose disability makes it impossible for the student to be assessed in a particular domain because there are no appropriate accommodations for assessing the student in that domain. In that case, the multilingual learner can be exited from ML status based on the student's score on the remaining domains in which the student was assessed.

### **Key Steps/Actions**

LEAs should contact the Office of Supplemental Educational Programs at [ML@doe.nj.gov](mailto:ML@doe.nj.gov) or (609) 376-9080 after the ACCESS score reports are received if they have a multilingual learner with a disability who does not receive a composite score because their disability makes it impossible for the student to be assessed in a particular domain.<sup>4</sup>

To schedule a call, email [ML@doe.nj.gov](mailto:ML@doe.nj.gov) and provide the district name, including county and district codes. To confirm a multilingual learner is eligible for an alternate composite score, the following statements must be accurate:

- A disability is documented in the student's Individual Education Program (IEP) or 504 plan.
- An accommodation is documented in the student's IEP or 504 plan which states the disability prevents the student from taking the specific domain(s) on ACCESS for ELLs or WIDA Alternate ACCESS.
- The domain(s) for the ACCESS for ELLs or WIDA Alternate ACCESS test session has been marked: Do Not Score (DNS) and Special Education (SPD).

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<sup>3</sup> N.J.A.C. 6A:8-4.3 and N.J.A.C. 6A:30: Evaluation of the Performance of School Districts Appendices A and B.

<sup>4</sup> Alternate composite scores are used for programmatic reasons; to exit a multilingual learner from ML status in accordance with the requirements in the Elementary and Secondary Education Act of 1965 (ESEA). Students for whom alternate composite scores are calculated are not included in accountability.

**Contact Information**

For questions regarding the release of spring 2024 ACCESS for ELLs and WIDA Alternate ACCESS statewide assessment results, please contact the Office of Assessments at (609) 376-3960 or [assessment@doe.nj.gov](mailto:assessment@doe.nj.gov).

For questions regarding the exit procedure for multilingual learners with a disability, please contact the Office of Supplemental Educational Programs at (609) 376-9080 or [ML@doe.nj.gov](mailto:ML@doe.nj.gov).

c:      Members, State Board of Education  
         NJDOE Staff  
         Statewide Parent Advocacy Network  
         Garden State Coalition of Schools  
         NJ LEE Group