



**STATE OF HAWAII**  
**DEPARTMENT OF EDUCATION**


P.O. BOX 2360  
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OFFICE OF STRATEGY, INNOVATION AND PERFORMANCE

OFFICE OF STUDENT SUPPORT SERVICES

February 5, 2021

TO: Deputy Superintendent  
Complex Area Superintendents  
Hawaii State Public Charter School Commission Executive Director  
Principals (All)  
Public Charter School Directors (All)  
ACCESS for English Language Learners Test Coordinators

FROM: Rodney Luke   
Assistant Superintendent  
Office of Strategy, Innovation and Performance

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Office of Student Support Services

**SUBJECT: WIDA ACCESS for ELLs and Alternate ACCESS for ELLs Testing Window Extension**

The Assessment Section and the English Learner (EL) Student Support Section, in collaboration with WIDA, have determined that the WIDA ACCESS and Alternate ACCESS for English Language Learners (ELLs) testing window can be extended an additional two weeks and still meet all federal requirements for assessment, reporting, and accountability. This extension has become necessary due to recent outbreaks of COVID-19 resulting in temporary school building closures at some schools. The testing window will now close on March 10, 2021. Schools are advised to use the additional two weeks for makeup testing as needed. All test materials must be sent and en route to Data Recognition Corporation no later than March 12, 2021.

Test coordinators are advised to adhere to their existing schedules within the testing window up until February 24, 2021, as much as possible. The Department recognizes that, due to the current pandemic, some schools are having difficulty getting students to return to campus to be tested. Schools are encouraged to administer the assessments as soon and as safely as possible. With this in mind, the additional time should be viewed as an opportunity for make-up testing.

On January 18, 2021, the U.S. Department of Education issued an addendum (see attached) to the *Fact Sheet: Providing Services to English Learners During the COVID-19 Outbreak* confirming that states are required to comply with the Title I requirement to administer an annual English language proficiency assessment to all ELs in school year 2020-21. Requirements for reporting and accountability remain in place and can be met with the March 10, 2021 end date.

The following are important updates related to the extension of the testing window:

- Preliminary student reports and data files will be available online on May 24, 2021. Test coordinators are to report discrepancies in the [Testing Incidents Form](#) by June 1, 2021.
- Additional dates for final reporting and printed reports to be shipped to Hawaii are still to-be-determined. Printed reports and Individual Student Reports will not arrive for distribution before the end of the 2020-21 school year.
- Starting this school year, schools will receive two printed Individual Student Reports for filing in the EL Student Record Profile and for parent/legal guardian distribution.
- The Functionally English Proficient parent notification letter file date is also to-be-determined, and it will not be completed by the end of the school year.

Additional details will be shared as they become available on the WIDA Hawaii website (<https://wida.wisc.edu/memberships/consortium/hi>) or via subsequent communications.

If you have any questions or concerns, please contact the Assessment Section at [hsa@k12.hi.us](mailto:hsa@k12.hi.us) or (808) 307-3636.

RL/HA:kt

Attachment: [English-Learner-Fact-Sheet-Addendum-01-18-2021.pdf](#)

c: Hawaii State Public Charter School Commission  
Assessment and Accountability Branch  
Student Support Section