



Washington Office of Superintendent of
PUBLIC INSTRUCTION

*Student Data Reporting
Expectations for
Non-ALE-Funded
Remote and Hybrid
Instructional Models*

This document provides topic-specific information on reporting non-ALE-funded remote and hybrid instructional model student data to OSPI for the 2021-2022 school year

November 2021

CEDARS Reporting Guidance

Student Information

AskSI@k12.wa.us | 360-725-6358

CEDARS Technical Assistance

IT Customer Support

CustomerSupport@k12.wa.us | 1-800-725-4311



Washington Office of Superintendent of
PUBLIC INSTRUCTION

TABLE OF CONTENTS

- English Learner 4
 - Guidance..... 4
 - Reporting 5
 - Data Review..... 8
 - Information and Assistance..... 9
- Additional Resources 10
 - CEDARS..... 10
 - Office of Superintendent of Public Instruction..... 10
- 2020-2021 Reporting..... 11
- 2019-2020 Reporting..... 11
- Legal Notice 12

ENGLISH LEARNER

Guidance

The remote learning environments local education agencies experience during the 2021-2022 school year may necessitate a provisional status approach to making a determination of Transitional Bilingual Instructional Program and Title III eligibility. This is true when in-person screening procedures could endanger the health of students and staff.

This document provides information on how to report students to CEDARS when the state adopted placement assessment must be delayed. Please note that once a district is able to administer the state adopted placement assessment, the CEDARS data should be updated as outlined in this document.

American Indian and Alaska Native Language and Literacy Support

American Indian and Alaska Native (AI/AN) who are reported as AI/AN/Non-Hispanic, AI/AN/Hispanic, or AI/AN/Biracial in CEDARS field *M05 – Race Code* may be eligible for language and literacy support that is funded through Title III. Language development services are available to AI/AN students whose difficulties in speaking, reading, writing, or understanding the English language may be sufficient to deny the individual the ability to meet challenging state academic standards; the ability to successfully achieve in classrooms where the language of instruction is English; or the opportunity to participate fully in society may qualify for English language development services provided under Title III.

Due to the interruption of in-person services during the 2021-2022 school year, a Provisional Status for AI/AN learners who are eligible for Title III services has also been created for use during the 2021-2022 school year. To determine the eligibility of AI/AN students who have English as the only language listed in questions 2 or 3 of the Home Language Survey, and for whom the ELPA Screener cannot safely be administered, please consult a variety of sources of information to determine a need for Title III language services. These sources may include grades, historical test scores, anecdotal information from families and educators, interim or formative test scores or other reliable sources of information regarding language and literacy progress.

Please follow Bilingual Education Program guidance on consulting families and seeking their permission with regard to program placement. If the family provides express consent, please use the following steps to create a CEDARS entry to indicate the Provisional Status of AI/AN Students who are Eligible for Title III Services.

Reporting

Provisional Status (*not yet formally screened*)

Report the following information for a student receiving services under provisional status until the student is screened with the state adopted assessment:

Data Type	Location	Element	Name	Notes
Program Information All Data Student-Level*	Student Information System (CEDARS File J)	J06	Instructional Model Code	Report the instructional model associated with the student eligible or receiving services under provisional status.
		J07	Program Status Start Date	Report the date the student begins receiving services or waives services under provisional status.
		J08	Program Exit Date	
		J09	Exit Reason Code	
		J17	Program Designation	Report the appropriate program designation for the student receiving services under provisional status.

Data Type	Location	Element	Name	Notes
Placement Test Information All Data Student-Level*	Student Information System (CEDARS File J)	J13	Initial Placement Test Date	Report the date the student was determined eligible under provisional status.
		J18	Placement Test Code	Report the Placement Test Code that reflects the state adopted placement assessment the student will take .
		J19	Grade Level at Placement	Report the grade level of the student.
		J20	Placement Test Score	Report '0'.
		J21	Placement Status	For a Placement Test Code of 10 – <i>WIDA Screener (in Washington Public Schools)</i> , report Status 5 – <i>Tested and Qualified</i> .
		J22	Placement Test Date	Report the date the student was determined eligible under provisional status.

Provisional Status (formal screening data update)

Once students eligible under provisional status are formally screened with the state adopted placement assessment, local education agencies (LEA) should follow this guidance to update the existing student records and exit students from provisional status:

Data Type	Location	Element	Name	Notes
Program Information All Data Student-Level*	Student Information System (CEDARS File J)	J06	Instructional Model Code	Continue to report the instructional model associated with the student eligible or receiving services under provisional status.
		J07	Program Status Start Date	Continue to report the date the student begins receiving services or waives services under provisional status.
		J08	Program Exit Date	Report a program exit date equal to the one day before the student takes the state adopted placement assessment.
		J09	Exit Reason Code	Report an exit reason code of <i>T – transfer within district</i> , between models or end of school year rollover.
		J17	Program Designation	Continue to report the appropriate program designation for the student receiving services under provisional status.

Data Type	Location	Element	Name	Notes
Placement Test Information All Data Student-Level*	Student Information System (CEDARS File J)	J13	Initial Placement Test Date	Continue to report the date the student was determined eligible under provisional status.
		J18	Placement Test Code	Report the Placement Test Code for the state adopted placement assessment that the student took.
		J19	Grade Level at Placement	Continue to report the grade level of the student.
		J20	Placement Test Score	Continue to report '0'.
		J21	Placement Status	For a Placement Test Code of <i>10 – WIDA Screener (in Washington Public Schools)</i> , report Status <i>5 – Tested and Qualified</i> .
		J22	Placement Test Date	Continue to report the date the student was determined eligible under provisional status.

Formal Screening

For students who are eligible for services based on formal screening with the state adopted placement assessment, LEAs should create new records for students following the information outlined in the CEDARS Data Manual and the guidance included below:

Data Type	Location	Element	Name	Notes
Program Information All Data Student-Level*	Student Information System (CEDARS File J)	J06	Instructional Model Code	Report the instructional model associated with the student eligible or receiving services.
		J07	Program Status Start Date	Report the date the student takes the state adopted placement assessment.
		J08	Program Exit Date	
		J09	Exit Reason Code	
		J17	Program Designation	Report the appropriate program designation for the student receiving services.

Data Type	Location	Element	Name	Notes
Placement Test Information All Data Student-Level*	Student Information System (CEDARS File J)	J13	Initial Placement Test Date	Continue to report the date the student was determined eligible under provisional status.
		J18	Placement Test Code	Report the Placement Test Code that reflects the state-adopted placement assessment.
		J19	Grade Level at Placement	Report the grade level of the student.
		J20	Placement Test Score	Report the Placement Test Score of the student based on the state-adopted placement assessment.
		J21	Placement Status	Report the Placement Status of the student based on the state-adopted placement assessment.
		J22	Placement Test Date	Report the Placement Test Date of the state adopted placement assessment.

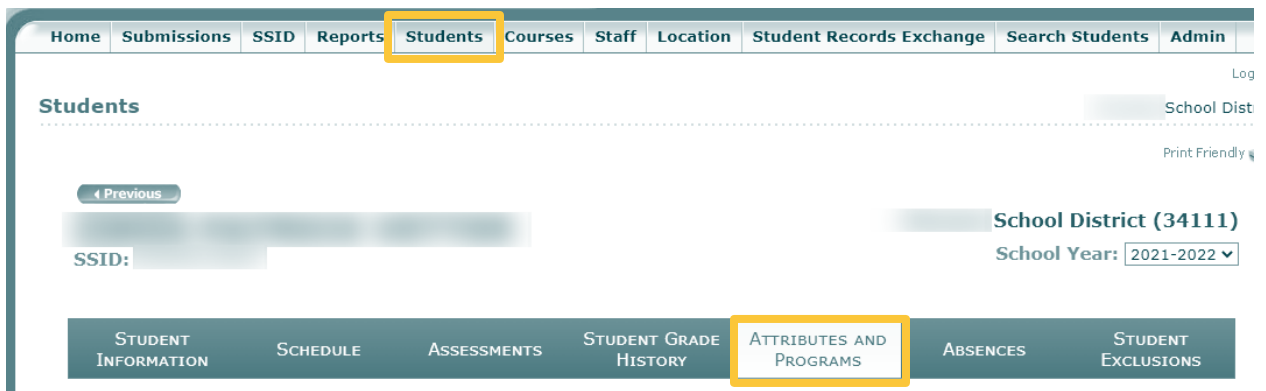
Data Review

English Learner data submitted and loaded into CEDARS can be reviewed in the CEDARS Application ([Education Data System](#)).

Individual Student Report

CEDARS > Students

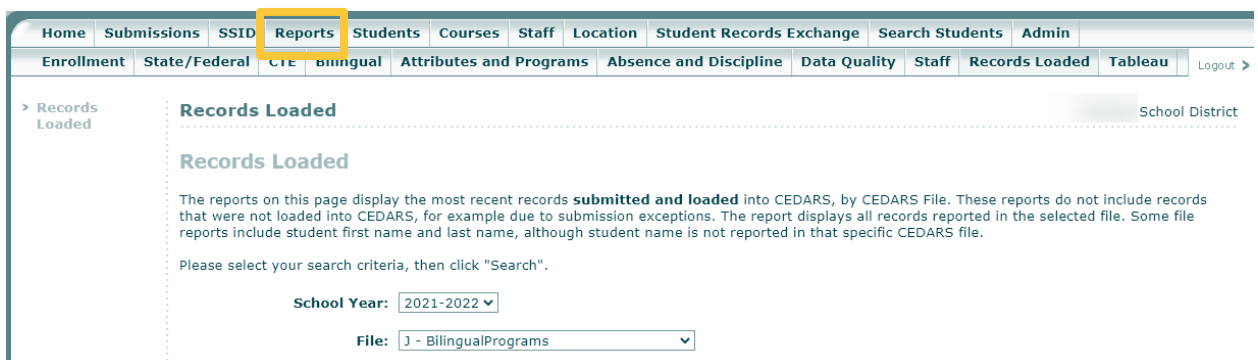
1. Search for student in reporting school year.
2. Click on provided student record.
3. Click on Attributes and Programs.
 - a. View Limited English Proficiency



All File J Records Submitted and Loaded

CEDARS > Reports > Records Loaded

1. Select School Year: 2021-2022
2. Select File: J - BilingualPrograms



Information and Assistance

English Learner Services and Reporting Requirements

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CEDARS Reporting Guidance

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ADDITIONAL RESOURCES

CEDARS

Reporting Guidance

[CEDARS Data Manual, Appendices, and Guidance](#)

Student Information

AskSI@k12.wa.us | 360-725-6358

Technical Assistance

[Education Data System Administration \(EDS\)](#)

[Training Materials](#)

IT Customer Support

CustomerSupport@k12.wa.us | 1-800-725-4311

Office of Superintendent of Public Instruction

Bulletins

[Bulletins](#)

Data Reporting & Use

[Data Collection Plan, Education Units, and Directory Data](#)

School Apportionment & Financial Services

[Enrollment Reporting and Categorical Funding](#)

[School Apportionment Funding](#)

SAFS@k12.wa.us | 360-725-6300

2020-2021 REPORTING

Refer to the *Student Data Reporting Expectations for Non-ALE Funded Remote and Hybrid Instructional Models* document on [OSPI's CEDAR's Reporting site](#) for information related to Absence & Truancy, English Learner, and LAP reporting for the 2020-2021 school year.

2019-2020 REPORTING

Refer to the *Student Data Reporting Expectations During School Closures* document on [OSPI's Reporting site](#) for information related to Discipline, Highly Capable, LAP, Title I Part A, and Open Doors Youth Reengagement reporting for the 2019-2020 school year.

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Download this material in PDF at <https://www.k12.wa.us/data-reporting/reporting>. This material is available in alternative format upon request. Contact the Resource Center at 888-595-3276, TTY 360-664-3631.



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PUBLIC INSTRUCTION

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