Guidance on use of QA English Learners Error Reports

Reach ACCESS Attainment Prior error report

This report will provide a list of students who are indicated as English Learner but who have reached attainment on a prior ACCESS assessment. <mark>Highlighted</mark> cells indicate the data quality issue to be addressed and/or reviewed in the student's EL record.

- Student **Program Status** is still indicated as EL and/or
- Student record contains active EL Service(s) and/or
- Student record contains active EL Accommodation(s)

To resolve, the student records must be updated based on <mark>highlighted</mark> output on the report. Reference English Learners Data Standard for guidance.

- **Program Status** updated to *EL Exited*
- **Program Exit Date** entered as 6/30 of the year in which the student reached attainment
- ALL EL Services end dated as 6/30 of the year in which the student reached attainment
- ALL EL Accommodations end dated as 6/30 of the year in which the student reached attainment

No Prior ACCESS Attainment error report

This report will provide a list of students who took ACCESS in a prior year, had not reached attainment but are not indicated as an active EL student. <mark>Highlighted</mark> cells indicate the data quality issue that needs to be addressed and/or reviewed in the student's EL record.

- Student **Program Status** is not indicated as EL and/or
- Student **Program Exit Date** is not NULL and/or
- Student **Home Primary Language** is indicated as English and/or
- Student record does not contain an active EL Service and/or
- Student record does not contain an active EL Instructional Accommodation

To resolve, the student records must be updated based on <mark>highlighted</mark> output on the report. Reference English Learners Data Standard for guidance.

- **Program Status** updated to EL
- Remove **Program Exit Date**
- Update **Home Primary Language** to the language indicated on the students initial Home Language Survey
- Add an active EL Service
- Add an active EL Instructional Accommodation

The *Date Determined Misidentified* has been added to this report, the field will be highlighted in orange for informational purposes. The records will remain in the report.

NOTE: If the student was initially identified in KY as EL, moved out of state and reached attainment in another state, the student EL record should be updated to select the **Program Exit State**. The student will still appear on the error report, but the error can then be disregarded.