MISSOURI DEPARTMENT OF ELEMENTARY AND SECONDARY EDUCATION
OFFICE OF COLLEGE AND CAREER READINESS – ASSESSMENT SECTION
NEWCOMER SCREENER KIT FOR EL STUDENTS
FOR STUDENTS IN FIRST GRADE (SECOND SEMESTER) THROUGH 12th GRADE ONLY

INSTRUCTIONS

Background

Under federal law, English learners (EL) must be identified in a timely manner using a valid and reliable English Language Proficiency (ELP) assessment that measures proficiency in speaking, listening, reading and writing. In Missouri, we satisfy that requirement for students in first grade (second semester) through 12th grade by administering an ELP assessment called the WIDA Online Screener. This assessment provides valuable information to inform not only program placement, but also classroom-level instructional decisions.

While all possible EL students are expected to be screened for ELP using the WIDA Online Screener, the Department of Elementary and Secondary Education (DESE) recognizes that in rare instances the assessment may place an undue hardship on students whose complete lack of English abilities prevent them from meaningfully participating in the assessment. In response to these rare instances and to ensure a smooth transition to Missouri schools, LEAs may forego ELP screening in very specific circumstances.

True newcomer students, defined as recently arrived immigrants, migrants or refugees in first grade (second semester) through 12th grade, who have been in the country for less than four months, and who demonstrate compelling evidence that they have never been exposed to English, **may be formally identified as an EL without taking the WIDA Online Screener.**

All possible ELs in Kindergarten through 1st semester first grade students are expected to take the K W-APT paper screener.

Instructions

Read and complete each step of this document to determine if the WIDA Online Screener is appropriate for the student. If the answers in any step indicate the student should take the WIDA Online Screener, then stop using this kit and have the student take the screener.

The LEA must satisfy all of the required steps in order to forego screening. If the student qualifies for the exemption, the student must be coded as LEP in Core Data, placed in the LEAs Language Instruction Educational Program (LIEP).

STUDENT ID - For STUDENT ID, use the initials of the students' first and last name, and a four digit code of the LEAs choosing (i.e. SC-4467). Keep track of which student has which STUDENT ID, in case you receive any questions from DESE. This ID is used in lieu of Student personally identifiable information (PII).

Submission

In the case of a LEA opting to forego screening for a student, this document must be submitted to DESE. In order to ensure timely identification, this document must be submitted no later than 15 days from the beginning of the academic year or five school days when enrolling after the first day of school. If DESE finds the information submitted insufficient, the LEA will be required to screen the student using the WIDA Online Screener.

Submit the form to DESE at englishlearners@dese.mo.gov. Do not include any student PII in the email. If you have questions, please contact DESE at 573-751-8280 or 573-751-8285.

STUDENT INFORMATION

LEA NAME	COUNTY-DISTRICT CODE
STUDENT ID	DATE

LEA INFORMATION/ASSURANCES

NAME OF INTERVIEWER	
NAME OF EL COORDINATOR	EL COORDINATOR EMAIL

The principal or authorized representative certifies that the information contained in this document is accurate and complete. The student is formally identified and coded as an English learner and will be placed in the language instruction educational program.

SIGNATURE	PRINTED NAME	DATE

REQUIRED STEPS TO IDENTIFY TRUE NEWCOMERS

STEP 1
Verify that the student has recently arrived to the United States (student has been in the country for less than 4 months). As a reminder, **LEAs cannot ask for immigration status at any time;** however, the length of time in the United States is a legitimate, education-related question that may be asked during enrollment.

Has the student been in the United States for less than four months?
☐ Yes ☐ No

If the answer is Yes, move onto Step 2. If the answer is No, the student is required to take the WIDA Online Screener.

STEP 2
Review of transcripts (if available) demonstrates no prior experience with English. As part of this process, LEAs must attempt to verify the educational history to determine if the student has attended a school in the United States or if they have taken English courses in their home country.

**Has the student attended a school in the United States for any amount of time
or taken English courses in their home country?**
☐ Yes ☐ No

If the answer is No, move onto Step 3. If the answer is Yes, the student is required to take the WIDA Online Screener.

Step 3
Complete the Parent/Guardian Interview on page 3 of this kit. If the student meets the requirements listed, move on to Step 4. If the student does not meet the requirements, the student is required to take the WIDA Online Screener.

Step 4
Complete the Student Pre-Screener on page 4 of this kit. If the student scores 4 or less points, the student may be identified as an EL without the use of the WIDA Online Screener. If the student scores 5 or more points, the student is required to take the WIDA Online Screener.

Step 5
Submit the Newcomer Screener Kit to DESE. If the student meets all the requirements of Steps 1-4, and has been identified as an EL without the use of the WIDA Online Screener, submit this kit to DESE.

PARENT/GUARDIAN INTERVIEW

If needed, the LEA must provide a translator for the parent/guardian to conduct the interview.

The following series of questions are intended to allow LEA personnel to collect information pertaining to the student's prior educational history, native language proficiency, potential trauma and whether the student has limited or interrupted formal education.

The items are intended to provide the compelling evidence needed to forego testing for true newcomers.

Guidelines for determining whether the student qualifies are as follows:

Item	Qualifying Answer	Disqualifying Answer
1	The student has arrived in the US within the last four months	The student arrived in the US longer than four months ago
2	The student has never attended school in the US	The student has attended school in the US
3	The student has never studied English	The student has studied English in the past
4	The student has no English proficiency	The student has some English proficiency

If the student meets all four of the qualification above, move to Step 4.

NOTE: These are the required questions to ask. You may, but are not required, to ask additional questions of the parent/guardian to gain additional background information on the language abilities of the student.

PARENT/GUARDIAN QUESTIONS

1. When did your child arrive in the United States?	
2. Has your child attended school in the United States? When and where? Did you bring the records?	
3. Has your child studied English? For how many years?	
4. How would you describe your child's abilities to communicate in English?	

STUDENT PRE-SCREENER

The following series of questions are intended to determine if the student qualifies to be identified as an EL without the use of the WIDA Online Screener.

This pre-screener is adaptive in that test administrators may stop the assessment after three consecutive incorrect answers or items scored "no response."

Once the student earns five points, the pre-assessment may be ended in favor of administering the WIDA Online Screener.

To administer the assessment, you will need the following items:
- Pencil/pen
- A piece of paper
- A small ball (i.e. tennis ball)

Ask the student the following questions:

STUDENT PRE-SCREENER QUESTIONS

PROMPT (QUESTION IN BOLD)	0 PTS	1 PT	2 PTS
1. Hello, how are you?	No response ☐	One word response ☐	Short phrase or more ☐
2. My name is _____. **What is your name?**	No response ☐	States name only ☐	Short phrase or more ☐
3. How old are you?	No oral response ☐	Single word ☐	Short phrase or more ☐
4. (Pointing at parent/guardian) **Who is this?**	No response ☐	Single word ☐	Short phrase or more ☐
5. (Pointing to the pencil) **What is this?** If correct, ask **What is it used for?**	No response ☐	Single word answer(s) ☐	Short phrase or more ☐
6. (Pointing to the paper) **What is this?** If correct, ask **What is it used for?**	No response ☐	Single word answer(s) ☐	Short phrase or more ☐
7. (Pointing to the ball) **What is this?** If correct, ask **What is it used for?**	No response ☐	Single word answer(s) ☐	Short phrase or more ☐

Points Earned	Action
0-4	This student is an English learner in the pre-production stage of second language acquisition. Identify the student as an EL, code the student as LEP in MOSIS, place the student in the LEAs LIEP and submit the Newcomer Screener Kit to DESE.
5 or more	Administer the WIDA Online Screener.

FOR DESE USE ONLY

APPROVAL STATUS

APPROVED ☐ NOT APPROVED ☐

APPROVED BY	DATE RECEIVED