



# AZELLA at PEL

Assessments

May 5, 2022

Good morning and welcome to AZELLA at PEL.

I am Brenda Vanderwerp, your AZELLA State Test Coordinator. I am presenting today with my supervisor Gabriela Finn, the Director of English Language Assessments.

Jessica Thompson, our English Language Assessment Development Coordinator, and Marlene Johnston, who has been on-loan to us this school year, make up the Arizona Department of Education's Assessment AZELLA Team. No team is complete without a leader. Our leader, as many of you may know, is Audra Ahumada. I don't want to leave out our other adjunct Assessment team members such as David McCord, Sabiha Klepk, and Dr. Anju Kuriakose.

AZELLA at PEL



SECTION #1

# Spring 2022 AZELLA Reassessment



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The results are in for the Spring 2022 AZELLA Reassessment Test.

# 98,000 tests

is a very large number!



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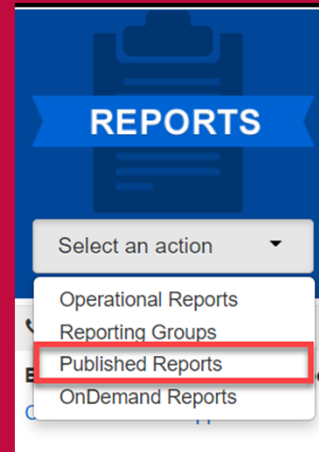
Approximately 98,000 AZELLA tests were scored from the Spring 2022 AZELLA Reassessment Test. This is the highest number of students tested in recent history. The ADE appreciates districts and schools identifying and assessing students with an EL need.

# May 5, 2022

...

# May 13, 2022

Published Reports and Student Data Files available from Pearson and ADE.



Today, the electronic reports and Student Data Files are available through PearsonAccess<sup>next</sup>. The results of the Spring 2022 AZELLA Reassessment Test are visible on ADE's EL70 EL72, and the EL73 Reports. Students who received an Overall Proficiency Level of Proficient will no longer show on the EL73 Report. Don't forget to check the AZELLA corrections application for Reassessment records that need to be matched to the correct student demographics.

When you receive the Individual Student Reports from Pearson on May 13, one copy is required to be added to the students' cumulative files and the other copy needs to be distributed to the parents. If the student is no longer enrolled in the school, then the second copy should go into the cumulative file as well. This way, when the next school receives the cumulative file(s), they will have a copy of the report to provide to the parents.

## Student Data Files (SDF)

are not required to be used,  
but they are extremely  
useful to use



Pearson provides a Student Data File for all districts that have Spring 2022 AZELLA Reassessment Test records. The SDF allows you to push the score data into your Student Information System (SIS) for your own record keeping in one upload rather than someone key-entering the test scores and proficiency levels for the students who were tested manually one student at a time. Using the SDFs is not required, but it may make it easier to track your EL students by having this data available in your SIS. The Student Data File, once imported to your SIS, is not transmitted to the state. ADE has already ingested and processed the state level version of this file which populates the EL70, EL72, and EL73 Reports.

To utilize the Student Data File, the Layout, or framework, needs to be uploaded into your Student Information System before the test results in the SDF are loaded into your system. The Layout defines the format that the test data will be provided to you by Pearson. Your SIS administrator will be able to use this layout to prepare your system to take the file provided by Pearson and upload all your students' scores and proficiency levels at once. It may be necessary for the SIS administrator to reach out to your SIS vendor for assistance.

The Student Data File Layout and the Student Data Files are provided as CSV files.

After you download them, it's best to just send the files, including the Layout file, directly to your Student Information System administrator without opening the files. If you want your own copy, you can download a second copy and then open that one. The reason your SIS administrator needs an unopened file is because once you open it, the very specific format and settings will be gone. The SIS administrator needs to upload the files as CSV files to be able to run in the SIS.

# Student Data File Layout Student Data Files (SDF)

Think of this refrigerator analogy.



Student  
Information  
System



SDF  
Layout



SDF  
loaded into  
the SIS

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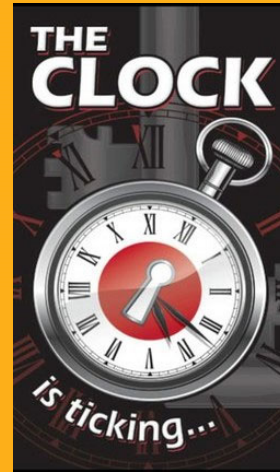
Think of this analogy. The closed refrigerator is your Student Information System. It is waiting for the students' test information, but it is not prepared for it just yet. Pearson's Student Data File **Layout** prepares your SIS for the columns, settings, and format of the Student Data File. In our refrigerator analogy, the layout is the drawers, shelving, cubbies, and dividers inside the refrigerator because those are needed to hold and organize the items that are placed in the refrigerator. Notice that there aren't any groceries in there just like the Student Data File **Layout**, there isn't any student and test information, but it's ready to accept the groceries. The last image identifies the Student Data File after it's been uploaded into your Student Information System. The groceries represents the student demographic information and the test scores and proficiency levels. The Student Data File add all the groceries at one time. If you didn't use the SDF, you would be adding every gallon of milk, every apple, frozen pizza, pints of ice cream, and cartons of eggs one at a time into your refrigerator.

These files are intended to make your job easier. The Layout is available on the AZELLA DTC web page as well as inside PAN under the Support > Documentation section. The Student Data File, the one with the student information and test results, is only available through PAN under the District level entity.

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SECTION #2

## 2021–2022 Placement Test




The 2021-2022 Placement Test administration is closing soon for this school year.





# May 13, 2022

is the last day of the  
Placement Test  
administration window.



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A week from tomorrow, May 13<sup>th</sup>, is the final day for the administration of the AZELLA Placement Test for this school year. All Placement Tests need to be entered and submitted by the close of the day. All Speaking Tests must be completed by the end of the day. Please take some time to download and review the Operational Report, *Student Tests that have been Assigned, but have not yet Completed*, from the Placement Test administration in PearsonAccess<sup>next</sup> to ensure all students who need to be administered the test have completed the test.

All used Kindergarten Place Test Student Response Sheets and the completed Stage 2 Student Test Books are to be saved in a locked and secure location for one calendar year from the date of use. Do not place these in the students' cumulative files. After the anniversary passes next year, you will need to securely shred those documents. If the student has transferred to a different school, the used response sheets and test books remain with the district and school of record for that test. In other words, they don't transfer with the student.

**Cumulative**  
(all Cycles 1–12)

**June 2, 2022** ... **June 9, 2022**

Placement Test Published Reports and Student Data Files available from Pearson

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At the conclusion of Cycle 12, the current and final Placement Test cycle, the Pearson published reports will be available electronically through PearsonAccess next. There are two different Student Data Files published with Cycle 12. There is a Cycle 12 SDF that only includes the completed tests from Cycle 12. Then, there is an *AZELLA Placement Student Data File*. The AZELLA Placement Student Data File, is a cumulative data file that includes all Placement Tests completed for the entire school year. This SDF is listed within the first 3 items under Reports > Published Reports. The Cycle 12 SDF is like the other 11 SDF files. It only includes those tests cycled out for that Placement cycle. If you have been using the SDF by cycle, then you may only want the Cycle 12 file.

Just like the Reassessment Student Data File Layout, there is also a Placement Test Student Data File Layout. The Placement Test layout is not the same as the Reassessment layout. If you intend to use the Placement Test Student Data File, the Placement SDF Layout will need to be used as well.

Just as you have with Placement Cycles one through eleven, you will receive two paper copies of the Individual Student Report for those who have a completed test in Cycle 12 on June 9, 2. Again, one copy is required to be placed in the students’

cumulative files and the other copy needs to be distributed to the parents.

The only other cumulative files that are available for the Placement administration are the AZELLA Kindergarten Placement District Roster Proficiency Report and the AZELLA Placement District Roster Alphabetical Report.

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### SECTION #3

## Out with the Old, In with the New



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The 2017 version of the Kindergarten Placement Test will be retired after the close of the Placement Test window on May 13, 2022.

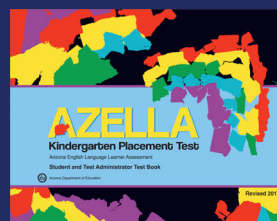
Using the data from the August and September 2021 KPT Field Test, the Kindergarten Placement Test has been refreshed and will be active for the 2022-2023 school year.

## Return 2017 KPT materials

Complete KPT Inventory  
Survey

Pack-up KPT materials  
**after May 13**

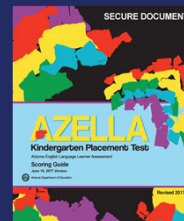
Return KPT materials to  
Pearson **by May 27**



KPT Student and Test  
Administrator Test Book



Unused KPT  
Student  
Response Sheets



KPT Scoring Guides –  
these would have been  
downloaded and printed  
from Understand  
Scoring





KPT Laminated  
Activity Cards

The 2017 version of the Kindergarten Placement Test that is currently used will be retired, and a newly refreshed 2022 version will be administered starting with the 2022-2023 school year.

DTCs with schools that serve Kindergarten students need to complete the Pearson KPT inventory survey as soon as possible. This survey is an inventory of the KPT materials that you have from all schools that serve Kindergarten students as well as the materials from the district. The survey provides needed information for Pearson to send DTCs the return shipping labels, inventory sheet, and boxes, if needed.

## Kindergarten Placement Test *Revised 2022*



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**KPT Starter Kits** contain enough materials for one test administrator to test **20 students**.

- KPT Student and Test Administrator Test Book
- KPT Student Response Sheets (20)
- Large Laminated Activity Card
- Manipulative Book
- Activity Card Set A
- Activity Card Set B
- Erasable Marker
- Stickers
- AZELLA Bag

The *Revised 2022* Kindergarten Placement Test materials will be in the lavender color. The KPT Starter Kits includes enough materials to test 20 Kindergarten students. Additional KPT Student Response Sheets will be available for DTCs to order through PAN.

To receive an automatic initial shipment of KPT Starter Kits, Pearson should have received your blue 2017 KPT materials, the 2022-2023 Assessment Test Coordinator and Security Agreement form has been received by ADE's Assessment team, and the AZELLA DTCs for districts and charters that have schools that serve Kindergarten students, must have completed all training requirements that will enable their 2022-2023 Placement administration PAN account. When ADE notifies Pearson to enable the DTC's PAN account, we will also include a message for Pearson to send out the **initial** shipment of KPT Starter Kits. The DTC does not need to order an initial shipment of the KPT Starter Kits.

The initial shipment will include one KPT Starter Kit for the AZELLA DTC and one additional kit for every school that serves Kindergarten students. The DTC will be able place an additional order for more KPT Starter Kits for those KPT administrators who will be administering the test. The initial shipment and additional orders of KPT

Starter kits may not be distributed to KPT administrators until those administrators have completed all the AZELLA training requirements and signed the AZELLA Test Security Agreement form.

Should you need to place an additional order for more KPT Starter Kits, ADE will only approve one kit per qualified KPT administrator.

Some covers from **OLDER** AZELLA tests

## Other – Older AZELLA test materials

Older AZELLA test materials, **EXCEPT for the Stage II Placement Test (CAT on the cover)**, that you find during Spring cleaning, must be returned to Pearson.

Do NOT return the Stage II Placement Test materials!

As you are spring cleaning, if you come across other older AZELLA Placement, Reassessment, and Stand-Alone Field Test testing materials, such as student test books, TADs, answer documents, CDs, etc., you need to return those to Pearson as well. Even if your district doesn't have schools that serve Kindergarten, the AZELLA materials must be returned to Pearson. If you find materials and you need the return shipping labels and maybe a box or two, please send an email to the AZELLA inbox so that we can have Pearson send you what is needed to return those materials.

The **only** materials that should remain at districts are the Stage 2 AZELLA Placement Test materials. These materials are for Grades 1 and 2, and the cover shows a drawing of a pink and green cat.



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SECTION #4

# 2022–2023 AZELLA Trainings



Don't forget to remind your AZELLA staff to download all 2021-2022 AZELLA training & qualification PD certificates NOW! They will be gone forever after May 13.

# July 5, 2022

**ATMS**  
Annual Modules  
Placement Modules

**Understand Scoring Qualifications**  
KPT Administrator – *newly refreshed*  
Stage II Writing Scorer

**DTC Training Presentation**

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School year 2022 – 2023 brings a new start with AZELLA trainings and qualifications. Both the Arizona Training Management System (ATMS) and Understand Scoring will open on Tuesday, July 5<sup>th</sup> after the Independence Day holiday. The ATMS is the home of the Annual, Placement, and Reassessment training modules, and Understand Scoring is a different training system that provides the qualifications for the Kindergarten Placement Test Administrators and the Stage 2 Writing Scorers.

There are 5 training modules associated with the Annual section and 3 modules associated with the Placement Test section. AZELLA DTCs and School Test Coordinators are required to complete all 5 Annual training modules and 2 or 3 of the Placement Test training modules. If the district does not have schools that serve Kindergarten and Grades 1 and 2, then the K-2 training module does not have to be completed. A good example of this is the Union High School Districts.

AZELLA District Test Coordinators who have schools that serve Kindergarten and Grades 1 and 2 students **must** complete both qualifications from Understand Scoring regardless of the DTC administering the KPT or scoring the Stage 2 extended Writing responses. The same holds true for School Test Coordinators provided the STC is assigned to the district level or assigned to one or more schools that serve these

young students. STCs who are not assigned to the district level entity and only assigned to schools that do not serve K-2 students are not required to complete the Understand Scoring qualifications.

All AZELLA District Test Coordinators need to create a Placement Test Administration training presentation that is reflective of the district's state testing policy and procedures, test security, student privacy, testing irregularities, AZELLA chain of command, testing schedules, etc., and present this to all AZELLA staff prior to any AZELLA tests being administered. Attendance rosters are required with signatures. This presentation may be shared virtually, if needed. The AZELLA DTC should be available at the time of the presentation to respond to AZELLA staff questions. This DTC created presentation will need to be made available to ADE upon request.

All AZELLA staff must sign a hard copy of the AZELLA Test Security Agreement form and complete the trainings and qualifications associated with their assigned AZELLA role(s).

Did you know...that Kindergarten and Grades 1 and 2 Test Administrators who will also have the job of key-entering these students' test responses and scores into PearsonAccess<sup>next</sup>, will need to have a second AZELLA role, Test Data Entry, assigned to them in PearsonAccess<sup>next</sup>? There is an **Annual** training module for staff with the role of Test Data Entry that is not included in the Test Administrator category. Test Administrators with both roles will need to complete the **PANext** training module that is associated the Data Entry role in addition to the Test Administrator category. They do not need to complete and pass the Test Security and Ethics training module more than once.



We have new additions to the EL70 – AZELLA Student Test History Report that we are excited to share with you. But first, I want to reiterate how important it is that district and school staff who are responsible for enrolling students in your schools be made aware that all incoming students must have their EL70 Report reviewed at the time of enrollment. District and Charter employees who need access to the EL70 Report will need to have an ADEConnect account with the role of “ELL” assigned to their account. They need to review the report for AZELLA test records listed under the Assessment History section, **as well as** the last section, **Most Recent EL Program Transactions**, for any entries.

AZELLA DTCs and STCs should be alerted to Home Language Surveys that include responses with languages other than English and/or American Sign Language. The AZELLA DTC and STC will need to be alerted when a new enrollment has an EL70 Report that shows AZELLA test records and/or EL Program Transactions, regardless of what the students’ Home Language Survey responses are. Why? Because a student’s AZELLA Assessment History and/or EL Program Transactions **supersedes**, or takes the place of, a Home Language Survey with **only** English and/or American Sign Language (ASL) responses.

EL70

Page: 1 of 1

Fiscal Year: 2022

EL70 — AZELLA Student Test History Report

Report Date: 05/03/2022


School Year: 2021 — 2022

Last Refresh Date: 05/03/2022

Student Demographics							
SSID	Last Name	First Name	Middle Name	DOB	Enrolled Grade	Home Language Survey	Gender
						1.Spanish 2.English 3.English	

A student's AZELLA Assessment History and/or EL Program Transactions **supersedes**, or takes the place of, a Home Language Survey (HLS) with **only** English and/or American Sign Language (ASL) responses.

Assessment History
<p>A student's AZELLA Assessment History and/or EL Program Transactions <b>supersedes</b>, or takes the place of, a Home Language Survey (HLS) with <b>only</b> English and/or American Sign Language (ASL) responses.</p>



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You've asked for it. It's finally here!

The Home Language Survey responses are now on the student's EL70 – AZELLA Student Test History Report.

Parents should be allowed to include as many languages as they want for one, two, or all three of the Home Language Survey questions. They should not be limited to just one language.



Did you know...when a parent has included more than one language in their response to one or more of the 3 Home Language Survey questions, that **the language other than English and American Sign Language** is the language that should be entered into your Student Information System if it will only accept one response for a question? Reach out to your OELAS specialist with questions regarding the HLS.

Coming soon for the EL70 Report, is this message that is sandwiched between the Student Demographics and the Assessment History.


*A student's AZELLA Assessment History and/or EL Program Transactions **supersedes**, or takes the place of, a Home Language Survey (HLS) with **only** English and/or American Sign Language (ASL) responses.*

It is very important that you understand what this statement is saying and why its critical that a student's entire EL70 Report is reviewed. Regardless of the parent responses on an older PHLOTE and the newer Home Language Survey, when a student has an AZELLA test history, as shown on this report, **and** when any EL Program Transactions are present on this report, these 2 pieces of data takes precedence over an HLS that **only** has English and/or American.

Don't forget that some students who have only ever had a Home Language Survey (or the older PHLOTE) with only English for all 3 responses may have had, at some point in their education, an AZELLA Placement Test referral form for Mainstream to EL. These referral forms are required to be saved in the student's cumulative file, but we know papers go missing as cumulative files are moved around or never even transferred from feeder schools to high schools. This is another reason why reading the entire EL70 Report is important.

Assessment History								
Date	AZELLA Test <sup>1</sup>	Tested Grade <sup>2</sup>	Overall Proficiency Level <sup>3</sup>	Eligibility Status	District Name	District Entity ID	School Name	School Entity ID
					This student is not eligible for AZELLA testing without a completed "AZELLA Placement Test Referral Form – Moving from Mainstream to EL Services" due to the Most Recent EL Program Transaction.			
01/14/2013	R	3	Pre-Emergent/Emergent	Eligible for EL Services				
04/10/2012	Z		Intermediate	English Language Learner (ELL) English				

The **blue font message** acts like a **STOP** sign. The student is NOT eligible for AZELLA testing. The **blue font message** is specific to students who were SPED Withdrawn from EL program services in Fiscal Year 2019 and earlier due to SPED criteria. "SPED Withdrawal" is no longer an option.

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We've provided you with the "red font message" on the EL70 Report to identify those students who require the administration of a new AZELLA Placement Test. In yet another effort made by ADE, but quite the opposite to the red font message, we have added a "**blue font message**" to the beginning of the Assessment History section on the EL70 Report. This **blue font message** is used to help you identify students who are **not eligible** for an AZELLA test because they have a valid SPED Withdrawal due to SPED Criteria that was in place during Fiscal Year 2019, or school year 2018-2019, and in prior years.

In essence, this new **blue font message** is a STOP sign telling you to not administer the AZELLA test for this student.

Students who have the SPED Withdrawal listed first under the Most Recent EL Program Transaction section of the report and the most current AZELLA test is dated prior to the SPED Withdrawal, are no longer students with an EL need according to the students' parents and the IEP Team. They do not qualify for AZELLA testing nor do they qualify for EL program services.

Of course, these former EL students, just as any non-eligible student, can be

administered the AZELLA Placement Test provided there is an AZELLA Placement Test Referral form for Mainstream to EL. For students who have a valid SPED Withdrawal, as shown on the EL70 Report, the parents and the IEP team must sign the referral form which also provides permission to enroll the student in EL program services such as SEI and DLI, but not a Parent Withdrawal enrollment.



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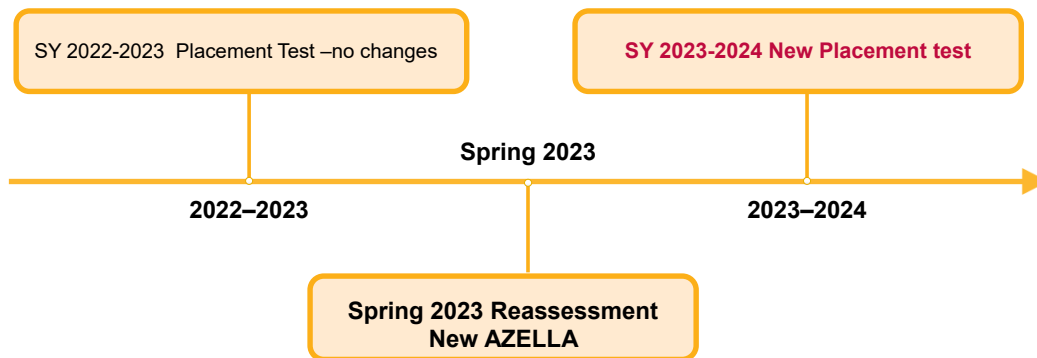


SECTION #6

# Spring 2023 AZELLA Reassessment



## AZELLA aligned to the 2019 ELP Standards Timeline



## Spring 2023 AZELLA

- ✓ Aligned to the 2019 ELP Standards
- ✓ Four domains assessed (L, R, W, S)
- ✓ New Test Design
- ✓ New grade configuration
- ✓ Five Test Units



### **Most of the test is very familiar**

The four language domains, Listening, Reading, Writing, and Speaking, will be assessed, but some of the Units will include more than one domain.

## New AZELLA Modes of Administration

- Kindergarten – paper-and-pencil, Unit 5 (Speaking) phone administration
- Grade 1 – paper-and-pencil, Unit 5 (Speaking) phone administration
- Grades 2 – 3 –online, Unit 4 (Extended Writing) item paper-and-pencil
- Grades 4 – 5 –online
- Grades 6 – 8 –online
- Grades 9 – 12 –online



As you know, the 2019 Standards have a new grade configuration –Kindergarten, Grade 1, Grades 2 – 3, Grades 4 – 5, Grades 6 – 8, and Grades 9 – 12. These are the modes for administration of the 2023 Operational AZELLA.

# New AZELLA Sample Tests

**Available August 2022**

- ◆ Audio files and “paper” materials will be downloaded from PearsonAccess<sup>next</sup>
- ◆ Online grades will be in TestNav

**Kindergarten – Grade 12**

**New test design and new item types will be represented**



ADE is also developing Special Paper Version of the Sample Tests for Grades 2 – 12, so dual label students who require this accommodation have an opportunity to practice for the test. The SPV Student Test Books, audio files, and Teacher’s Edition (TADs) are on a separate track of development. However, they will be ready in the fall (projected for October), before that if possible.



Included on the covers of the Student Test Books, the Teacher’s Edition, and the Welcome screen in TestNav. A separate stage of the contest will produce the winners of the operational test materials for the new test (Placement and Reassessment).

## Kindergarten and Grade 1 Sample Test Administration

**Unit 1, Listening** – Group administration, multiple-choice

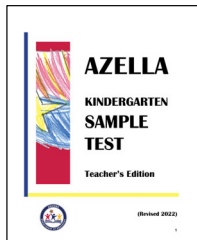
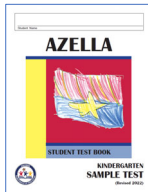
**Unit 2, Reading and Writing Interactive** – Group administration

**Unit 3, Reading** – Group administration, multiple-choice

**Unit 4, Writing** – Group administration, short-answer and constructed response

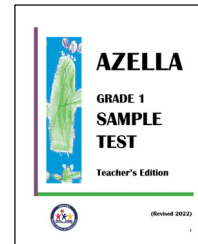
**Unit 5, Speaking** – Individual administration that **simulates** the Speaking telephone test, includes oral reading.

## Kindergarten and Grade 1 Sample Test Digital Kit



Downloadable audio files for:

- **Unit 1** (Listening)
- **Unit 5** (Speaking)



Downloadable audio files for:

- **Unit 1** (Listening)
- **Unit 3** (Stimulus for Constructed Writing Response)
- **Unit 5** (Speaking)



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Student Test Book and Teacher's Edition –PDFs, audio recordings are downloadable audio files.

For Unit 5 (Speaking), the audio recording contains the directions and questions to simulate the test. After each question, there is a “beep” and silence time for the student to respond. The student responses will not be captured.

The Teacher's Edition of the Sample Test will include the key for the multiple-choice items and the rubrics to score the constructed writing responses and speaking responses.



## **Grades 2 – 3 Hybrid Administration**

**Unit 1, Listening** – Online

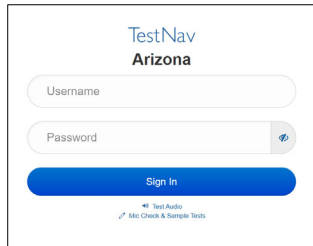
**Unit 2, Reading and Writing Interactive** – Multiple-Choice online

**Unit 3, Reading and Writing** – Multiple-Choice online

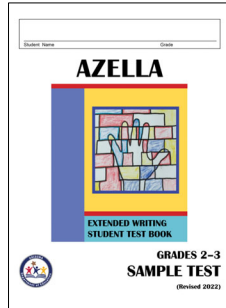
**Unit 4, Extended Writing** – extended Writing on paper

**Unit 5, Speaking (+ Listening and ORF)** – Administration possibly led by test administrator in TestNav

## Grades 2 – 3 Sample Test

The image shows the TestNav Arizona login interface. It features the TestNav Arizona logo at the top. Below the logo are two input fields: 'Username' and 'Password'. The 'Password' field has a small eye icon to its right. Below these fields is a blue 'Sign In' button. At the bottom, there are two small links: 'Test Audio' and 'Mic Check & Sample Tests'.

Used to administer  
Units 1, 2, 3, and 5



### Digital Kit



Downloadable  
audio file for Unit 4  
(Stimulus for  
Extended Writing  
Response)

Grades 2 – 3 will have a “hybrid” mode of administration. All multiple-choice items will be administered online; the Extended Writing response (Part 2 of Unit B) requires the use of an audio file and will be administered on paper using an answer document.

## **Grades 4 – 12**

### **Online – TestNav Administration**

**Unit 1, Listening** – online

**Unit 2, Reading and Writing** – Multiple-Choice online

**Unit 3, Reading, Writing** – Multiple-Choice and extended Writing online

**Unit 4, Reading** and extended Writing – online

**Unit 5, Speaking and Listening (+ ORF for Grades 4–5 only)** – online



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SECTION #7

## Friendly Reminders



The 2022-2023 school year will include all **New** AZELLA forms and request applications including but not limited to...

JUST A LITTLE  
*Reminder*

**AZELLA Test Security Agreement form**

**SPED Accommodations Request applications – Due date is August 31, 2022**

**Student Testing Logs and Observation forms**

**Test Security Incidents and Testing Irregularities forms**



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Here are a few important reminders for you. Always watch the AZELLA DTC web page for the latest information.

The 2022-2023 school year will have newly updated AZELLA forms including, but not limited to, the AZELLA Test Security Agreement form, SPED accommodation request applications, student testing logs and observation forms, Test Security Incident and Testing Irregularity forms, etc..

The new documents will be added to the AZELLA DTC web page as they are ready to be published. All will be available by July 5, 2022.



# Assessments

## AZELLAology

**AZELLAology** sessions have a **new link**.

Please get the new link, the AZELLAology session calendar, and topics that will be addressed from the AZELLAology section on the AZELLA DTC web page.

Scheduled Tuesday mornings from 8:00-9:00am



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AZELLAology sessions have a new link. Please get the new link, the AZELLAology session calendar, and topics that will be addressed from the AZELLAology section on the AZELLA DTC web page. The scheduled sessions will continue to be on Tuesday mornings from 8:00am to 9:00am.

<https://www.azed.gov/assessment/examiner>

## Assessments Quarterly Newsletter

If you have any questions about AZELLA, please contact us at [AZELLA@azed.gov](mailto:AZELLA@azed.gov).

Email AZELLA Inbox

Print Examiner Section - AZELLA



### The Examiner

An ADE Newsletter for Test Coordinators  
May 2022 Edition



### Assessments

Arizona Department of Education  
Assessment Section

**Audra Ahumada**  
Deputy Associate Superintendent  
of Assessments



Dear District/Charter Test Coordinators,

As the 2021 - 2022 school year winds down, I want to thank all of you for all of your efforts. As we transitioned to new assessment platforms, new tests, and supported a record number of new-to-the-position district/charter test coordinators, we know it is never easy, and we hope you felt supported by our office.

ADE's Assessment Division publishes a quarterly newsletter for test coordinators in Arizona schools and districts. Each publication contains news and updated information about Arizona assessments. This PDF newsletter includes sections for each of the state assessment. You can read, print, and share the AZELLA section with others. After reading the AZELLA section, you will find an easy-to-use blue button to print just the AZELLA section of the newsletter.

<https://www.azed.gov/assessment/azella-dtcs>

<https://www.azed.gov/assessment/azella>



# AZELLA Web Pages



ARIZONA DEPARTMENT OF EDUCATION

**AZELLA DTCs**

AZELLA

The Arizona English Language Learner Assessment (AZELLA) is a standards-based assessment that meets both state and federal requirements to measure students' English language proficiency. AZELLA is used for both placement and reassessment purposes. The AZELLA is administered to eligible kindergarten through Grade 12 students.

The AZELLA District Test Coordinator (DTC) is responsible for all the AZELLA Assessments - Placement Test, Fall 2021 Stand-Alone Field Test (SAFT), and the annual Spring Reassessment Test administrations.

**AZELLA FAQs**

**Calendars**

▶ **AZELLA Test Administration Calendars and Important Notices**

**AZELLAology**

▶ **AZELLAology - Live Q&A**

**Information and Guidance**

▶ **AZELLA Information**

ARIZONA DEPARTMENT OF EDUCATION

**AZELLA Assessment**

The Arizona English Language Learner Assessment (AZELLA) is a standards-based assessment that meets both state and federal requirements to measure students' English language proficiency. AZELLA is used for both placement and reassessment purposes. Students who have been identified as second language learners on the Home Language Survey take the AZELLA placement test, and the students' proficiency scores determine appropriate placement for instruction. Students who have been placed into an English language learner program will also take the AZELLA assessment once per year until they achieve proficiency. Students who have scored proficient on the AZELLA are then monitored for two years to help ensure success after their move into a mainstream classroom.

▶ **General Information**

▶ **Resources & Sample Tests**

▶ **AZELLA Blueprints, PLDs, Item Specifications**

▶ **ALTELLA**

▶ **Contact Information**

The Assessments Division of the Arizona Department of Education has its own website. Within the Assessments website, AZELLA has 2 dedicated pages. One is for the AZELLA District Test Coordinator which is focused on test administration, AZELLA reports and forms, and plenty of resources for successful AZELLA administrations. Our other web page is all about the AZELLA. You will find in-depth information about the AZELLA including the development of the AZELLA, blueprints, Performance Level Indicators, Item Specification, and the highly sought after AZELLA Sample Tests.


Our Assessment website also includes webpages dedicated to the Accessibility information and resources, technical and legal resources for AZELLA, and important information about our first Assessments Conference that will be held in Glendale, Arizona on September 26<sup>th</sup>, 27<sup>th</sup>, and 28<sup>th</sup> this year.

Many of the frequently asked questions that we receive are answered during AZELLAology sessions, in The Examiner newsletter, as well as on the Assessment Division and AZELLA dedicated webpages.



# 2022-2023

## Assessment Test Coordinator and Security Agreement


**Assessments**

**Assessment Test Coordinator and Security Agreement**  
School Year 2022 - 2023

**Name of District or Charter:** [Click or tap here to enter text.](#) **District Entity Number:** [Click or tap here to enter text.](#)

Superintendents and Charter Representatives are responsible for all testing activities and the security of the State Assessment Tests (AASA, AASCI, ACT, ACT Aspire, MSAA, AII ELPA, AZELLA Placement and AZELLA Reassessment Tests) within their district/charter. An accurate Assessment Test Coordinator and Security Agreement document for School Year 2022-2023 must be on file with the Assessment Section of the Arizona Department of Education (ADE).


Superintendents and Charter Representatives can designate a District Test Coordinator to act on their behalf as stated in State Board of Education Rule R-7-2-310. If no test coordinator is designated, the Superintendent or Head of District will serve as the test coordinator. All District Test Coordinators are expected to serve in this role for the entire school year. Each district or charter may select a separate individual for each of the required State Assessments. These individuals are responsible for the timely completion of all the testing activities within their district/charter for their specific State Assessment. These activities include but are not limited to:

1. Completing pre-test workshops or trainings, as mandated for the specific test administrations.
2. Serving as a liaison between the Arizona Department of Education (ADE), district/charter personnel, and current test contractor.
3. Ordering of all required test materials.
4. Maintaining and monitoring the security of all assessment materials.
5. Coordinating, distributing, and collecting all test materials for all schools for the district/charter.
6. Training and assisting faculty at all testing sites.
7. Checking ADE website and testing portals regularly for testing updates.

As Superintendent/Charter Representative or District Test Coordinator, I acknowledge that all State Assessment Tests are

- Fill-out electronically
- Print
- Obtain all signatures
- Scan
- Return to ADE by attaching it to an email sent to [Testing@azed.gov](mailto:Testing@azed.gov)

<https://www.azed.gov/sites/default/files/2022/04/DTC%20Test%20Security%20Agreement%202022-2023.docx>


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One last friendly reminder, the 2022-2023 Assessment Test Coordinator and Security Agreement form is available. This fillable Word form will need to be filled out electronically, printed, signed, scanned, and return it to ADE by attaching it to an email sent to [Testing@azed.gov](mailto:Testing@azed.gov).

This form is for next school year. If there is a change to any DTC that needs to be in affect immediately, you need to include a statement to this effect in the email that the form is attached to. When a DTC will change with the new school year, the new DTCs will not be included in any communications from ADE's Assessment Division nor any of our assessment vendors until July 2022. This includes shipments of student test reports that will arrive between now and July 1, 2022. Our data base only holds one District Test Coordinator for each state assessment; therefore, we cannot keep a DTC from this school year and a DTC for next school at the same time if they are different people.

The AZELLA Team and Pearson will be communicating with the AZELLA DTC throughout the summer months. It is the current DTC's responsibility to forward our communications to their supervisor and/or the district Superintendent if they will be out of the office this summer.

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# Thank You

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