Unique Accommodation: Guidance Document on Spoken Response WIDA ACCESS: Writing Domain

The spoken response accommodation for the writing domain on the WIDA ACCESS assessment is available to a very limited number of students with a physical disability or orthopedic impairment that significantly limits or prevents their motoric process of ***writing***. There must be a direct connection between the student's disability and the ability to access the assessment. Students must have the spoken response accommodation in their IEP or 504 plan for instructional and assessment purposes. Only students who meet specific guidance criteria may use this accommodation on the WIDA ACCESS assessment and receive a valid score.

The spoken response accommodation is not intended for students with illegible handwriting or poor writing skills (this includes students whose spelling and/or word choice may be below grade level or who may have a language-based disability), dyslexia, dysgraphia, or dyscalculia. Students with behavioral issues to avoid writing, social-emotional delays, students who struggle with writing due to limited instruction, or students who do better when they dictate than when they write or type. This accommodation is intended for students with significant difficulties due to a physical disability or orthopedic impairment that affects the student's motoric process of writing.

Follow the instructions in the Unique Accommodations Request form.

- Enter <u>all</u> the information on the Unique Accommodation Request (UAR) form for WIDA ACCESS.
    - Complete Criterion 1.
    - Identify the most recent date of the student's IEP or 504 plan. The plan date must be within one year of the submission date. CDE will not review UAR requests with an "Expected implementation" of an IEP or 504 request. Identify the disability that interferes with the student's access to the domain.
    - In the "Request" area, indicate the type of spoken response being requested for unique accommodation for WIDA ACCESS:
        - If human scribe is selected, select and identify the name of the staff member who will participate as the student's scribe.
        - If speech-to-text is selected, select/identify the name of the program used. If the program is not one of the three programs listed on the UAR form (Dictation, Read&Write, or Voice Access),, the district must submit the *Technology-Based Response Accommodation Form* to CDE by **December 15**.
    - Starting with Criterion 2, select the response that best answers the Criterion for the student. The Criterion indicates either "**STOP HERE**" or "**COMPLETE THE SUPPORTING DATA**." If at any time the selected response indicates "**STOP HERE,**" the team should stop the checklist. "**STOP HERE**" indicates that the student **does not** meet the requirements to receive a valid score when using the requested accommodation.
    - In Criterion 2, a summary of the impairment's impact on the student's ability to access the writing domain **must** be provided.
    - In Criterion 3, a summary of the fine motor evaluation **must** be provided.
    - All supporting evidence, documentation, and diagnostic assessments submitted **must** be completed within the current school year. Exception: if an ongoing orthopedic impairment prevents a new fine motor evaluation, include the date and a summary of the most recent evaluation.

- In Criterion 4, identify the percentage of time the student engages with the spoken response accommodation(s). The student must use it 55% of the time or more. Supporting data **must** be included. The Criterion 4 data attachment includes:
  - Spoken Response: Human scribe or speech-to-text[1] for the computer-based test
    - The student's keyboarding sample (unsupported), with the time it took to complete the sample
    - If unable to provide a keyboarding sample, submit an explanation of the student's inability to provide the sample
    - If using speech-to-text, the student must be able to access the program independently (including self-editing) without teacher support.
  - Spoken Response: Human scribe for the paper-based test
    - The student's writing sample (unsupported), with the time it took to complete the sample
    - If unable to provide a writing sample, submit an explanation of the student's inability to provide the sample
  - Only submissions with valid documentation will be considered for approval

If all criteria are met, submit the UAR form with **supporting data from the current school year** to CDE for approval through Syncplicity. Do not email student information. **A UAR submitted without complete information, including current documentation and data, will not be approved.**

Do not submit the student's IEP or 504 plan. Any IEP or 504 plan submitted will not be reviewed and will be discarded.

The state deadline for WIDA ACCESS UAR submission to CDE is December 1st. Districts may implement earlier deadlines for their staff.

If the request is approved, the student may receive a valid score on the assessment when using this accommodation.

If the accommodation is not approved and the educational team provides the accommodation during the administration of the WIDA ACCESS: Writing domain, CDE will instruct the district to indicate that a non-approved accommodation was used on the assessment. This will result in the WIDA ACCESS: Writing Domain being invalidated, and in addition to not receiving a Writing score, the student will not receive an Overall Composite Score or a Literacy Score.

[1] Note: The STT program must be approved by CDE. For a program not listed on the UAR form, the district must submit the *Technology-Based Response Accommodation Form* to CDE by **December 15**.