



STATE OF CONNECTICUT

DEPARTMENT OF EDUCATION



TO: English Learner Assessment Coordinators
FROM: Janet Stuck, Special Populations Education Consultant, Performance Office
DATE: September 7, 2021
SUBJECT: Supporting English Learners during the 2021-22 School Year

The Performance Office welcomes you to your role as the English Learner Assessment Coordinator (ELAC) for the 2021-22 school year and appreciates your willingness to accept this responsibility for your district. This memo includes important information and resources to support your work.

Communication

Our primary source of communication regarding the assessment of all of Connecticut's public school students is the [Student Assessment News](#). If you are not yet receiving this e-mail notification regularly, please register within the newsletter.

Communications and important information for ELACs are posted on the Connecticut State Department of Education (CSDE) [English Language Proficiency Assessment](#) web page.

Additionally, non-secure information related to the administration of the LAS Links assessment is posted on the [Connecticut Data Recognition Corporation \(DRC\) LAS Links](#) web site.

LAS Links Assessment Window

The 2021-22 LAS Links Assessment window is from **January 3-March 4, 2022**. Students identified as English learners in Grades K-12 will participate in the LAS Links Assessments. This school year, the Performance Office will be conducting an operational field test using a new test form, LAS Links Form E. In addition to participating in the annual English language proficiency assessment, students identified as English learners are expected to participate in the appropriate grade-level statewide academic assessments for English language arts and mathematics in Grades 3-8, the Connecticut SAT School Day in Grade 11, and science in Grades 5, 8, and 11.

These specific summative testing windows are posted on the [Student Assessment Main Page](#). The *English Language Proficiency* assessment page can be selected from this page. Once selected, go to the *Documents/Forms* link where numerous resources, including the CSDE's [English Learners web page](#) and the [Connecticut DRC LAS Links web site](#), can be accessed. These web pages are updated throughout the year.

Information Technology Support for LAS Links

All ELACs are asked to ensure the name and contact information of the individual designated for the district as the LAS Links Lead Information Technology Coordinator has been identified and registered with DRC. This individual will be responsible for supporting the LAS Links Online Assessment. Tasks will include set up prior to the assessment window and support during the assessment window. Please ensure the individual designated as the LAS Links Lead Information Technology Coordinator for your district completes [this survey](#) that can be accessed via the link (<https://forms.gle/o5LoUSMG1hKpAyGB6>) by **October 8, 2021**.

LAS Links IT Webinars

Once the LAS Links Lead IT Coordinator has submitted the survey, they will receive an invitation to register for one of the two LAS Links IT Webinars scheduled for **Monday, November 1, 2021, at 2:00 p.m. ET or Wednesday, December 1, 2021, at 12:00 p.m. ET.**

DRC System Requirements and Domain Name “Allow List”

It is very important that the **entire domain name** (domain@datarecognitioncorp.com) be placed on the “allowed list” to ensure effective communication from both the Performance Office and DRC. To prepare for testing, the LAS Links Lead IT Coordinator should also review the current [DRC System Requirements](#) as well as other technology related information is available on the Connecticut DRC LAS Links web site.

Critical Dates for Assessment of English Learners

The table below reflects critical dates for district personnel supporting students identified as English learners. Please disseminate this information to your colleagues. These dates and associated explanations will be covered in future correspondence and at the ELAC Workshops in November.

ITEM	DATES	NOTES
LAS Links English Learner Accommodations Entry Windows	December 6, 2021- March 4, 2022	LAS Links Accommodations Entry by ELACs only for students who are dually identified (EL and Special Education or Section 504).
English Learner LAS Links Accommodated/Paper Materials Order Due Date	December 6, 2021- January 7, 2022	Large print, braille, and paper forms ordered for dually identified students. Return date prior to close of standard window. Final date to request pick up is February 18, 2022.
Alternate Assessment Eligibility Roster for Dually Identified Window	November 19- December 22, 2021	Students who are dually identified (EL and Special Education) and approved for participation in Alternate Assessments (CTAA, CTAS) do not participate in the LAS Links Assessments. If these students are in Grades K-2, 9, 10, or 12, ELACs must communicate with CSDE.
Domain Exemption Roster Due Date	November 19- December 22, 2021	Students who are dually identified (EL and Special Education or Section 504) who, due to a disability, are not able to participate in one or more domains of the LAS Links Assessments are shared with CSDE.

Save the Date!

The 2021-22 English Learner Assessment Coordinator (ELAC) Training for LAS Links Administration will be conducted virtually on November 8, 9, and 10. This year’s training has been revised to showcase new procedures and critical reminders. All ELACs are strongly encouraged to attend, especially since CSDE will be administering a new test form in 2021-22, Form E. Registration opens October 11, 2021. Register by accessing the date of your choice on the [CSDE Events Calendar](#). Once your registration has been processed, you will receive the meeting link. Each ELAC may invite **one** guest to register to attend the **same** training session.

English Learner Assessment Coordinator (ELAC) Training for LAS Links Administration	
DATES	SESSIONS
Monday, November 8, 2021	9:00-12:00 p.m.
Tuesday, November 9, 2021	12:00-3:00 p.m.
Wednesday, November 10, 2021	9:00-12:00 p.m.

For additional information, please contact:

EL Identification, Standards, and Programs
 EL Data, Accountability, and Growth Model
 EL Assessment and Appeals
 EL Assessment and Accommodations

Megan Alubicki Flick Megan.Alubicki@ct.gov
 Michael Sabados Michael.Sabados@ct.gov
 Cristi Alberino Cristi.Alberino@ct.gov
 Janet Stuck Janet.Stuck@ct.gov