Multilingual Learner Enrollment

Office of CLDE and Data Services

SY2025-2026

Disclosures

- Attendees may not use Artificial Intelligence (AI) software or services to capture the content of the event. CDE reserves the right to remove any attendee employing such services. By participating in this meeting, attendees agree that they will not record, capture, share, or publicly post its contents without expressed permission.

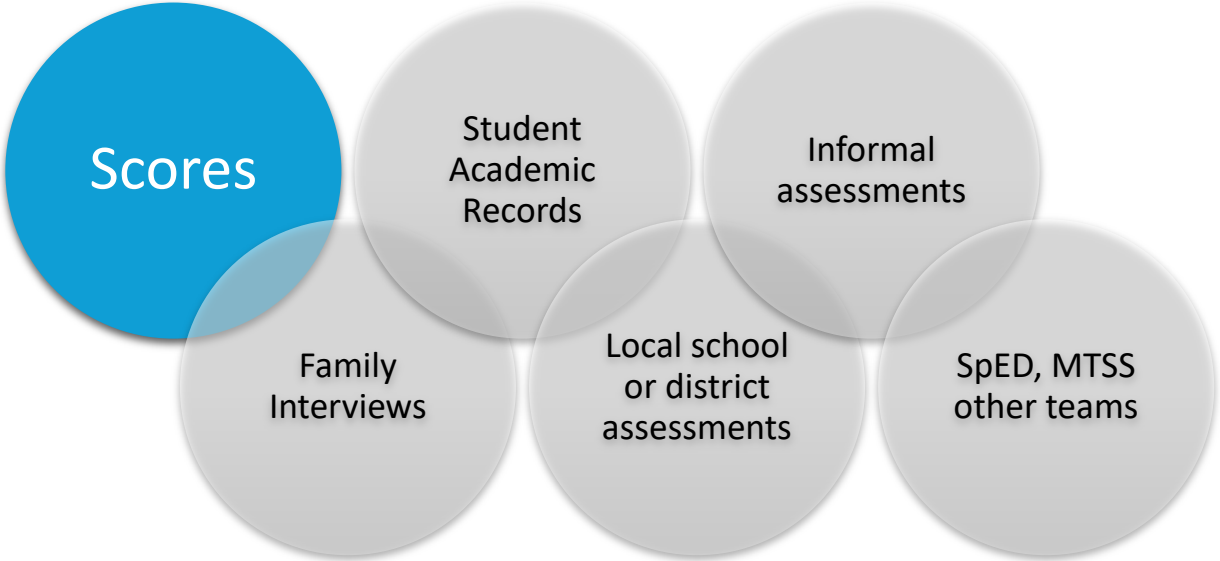
- Districts and schools are required to adhere to Personally Identifiable Information (PII) information laws regarding student privacy. Always use secure methods to transfer any PII. Contact CDE Data Collection leads with questions about how to transmit PII securely through Syncplicity. Avoid sending PII via unencrypted email or unsecured faxes when sharing data between/within districts or with CDE.

CLDE & Data Services

ML Enrollment updates and ML data reports are used to make designation and coding decisions prior to determining student's location on the language progression sequence for Student October and End of Year Data Pipeline collections:

- Please review ML Enrollment updates found in the Standardized Identification guidance document starting on page 5 and the ML Coding Guide. Reach out to CLDE and Data Services with questions or request a 1:1 meeting to further discuss information we are sharing today as needed.
- Additional webinars will continue during August and September – dates and registration posted on the CLDE Professional Learning webpage under the Identification and Coding section.

Evaluate ELP Assessment Scores and Body of Evidence (BOE)

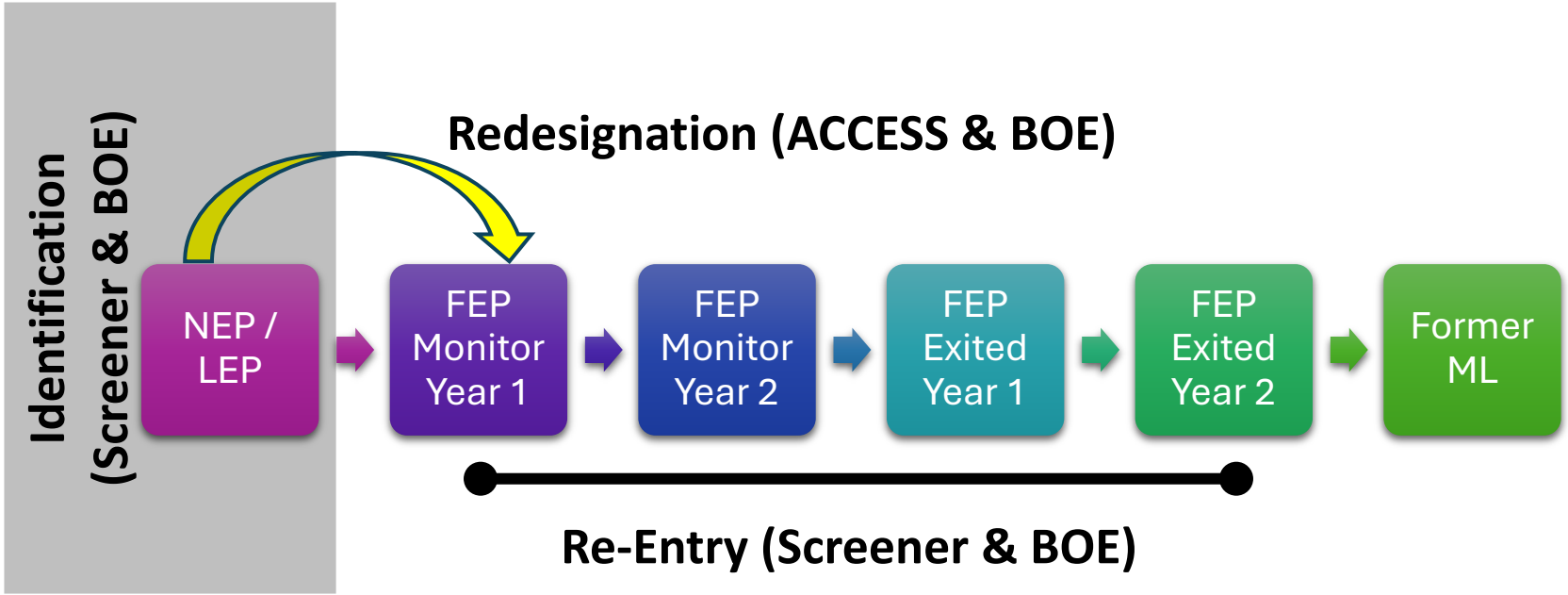


Use ELP assessment scores and BOE to make English Language Proficiency (ELP) level designation and coding decisions

Districts and schools should:

- have a clearly articulated process to evaluate ELP scores and BOE (scoring rubrics or expectations)
- follow ECEA Rules and the Transcript and Records Checklist
- maintain records and documentation related to annual ELL Funding Factor audit

State Language Proficiency Progression



All identified NEPs & LEPs take annual ELP assessment, ACCESS, until they met criteria for redesignation (i.e. evaluate ACCESS scores and local evidence) demonstrating they are English proficient in all four language domains.

NEW: ACCESS Scores Added to ML Data Reports

Beginning SY25-26 ML Enrollment Updates:

- ✓ ACCESS Overall and Literacy proficiency level scores from the current test year will be added to ML Historical reports (Multilingual Learner Historical Reporting: SASID Lookup (single student by state id number) and Multilingual Learner Historical Reporting: District List (entire list of students by the reporting district)

- ✓ Data Pipeline, CEDAR/COGNOS reports are used to verify if student has been previous designated as ML and/or if ELD instruction through a Language Instruction Educational Program (LIEP) has been provided and supports accurate reporting of student's ELP level each school year

- ✓ Standardized Identification Guidance document (starting on page 5)

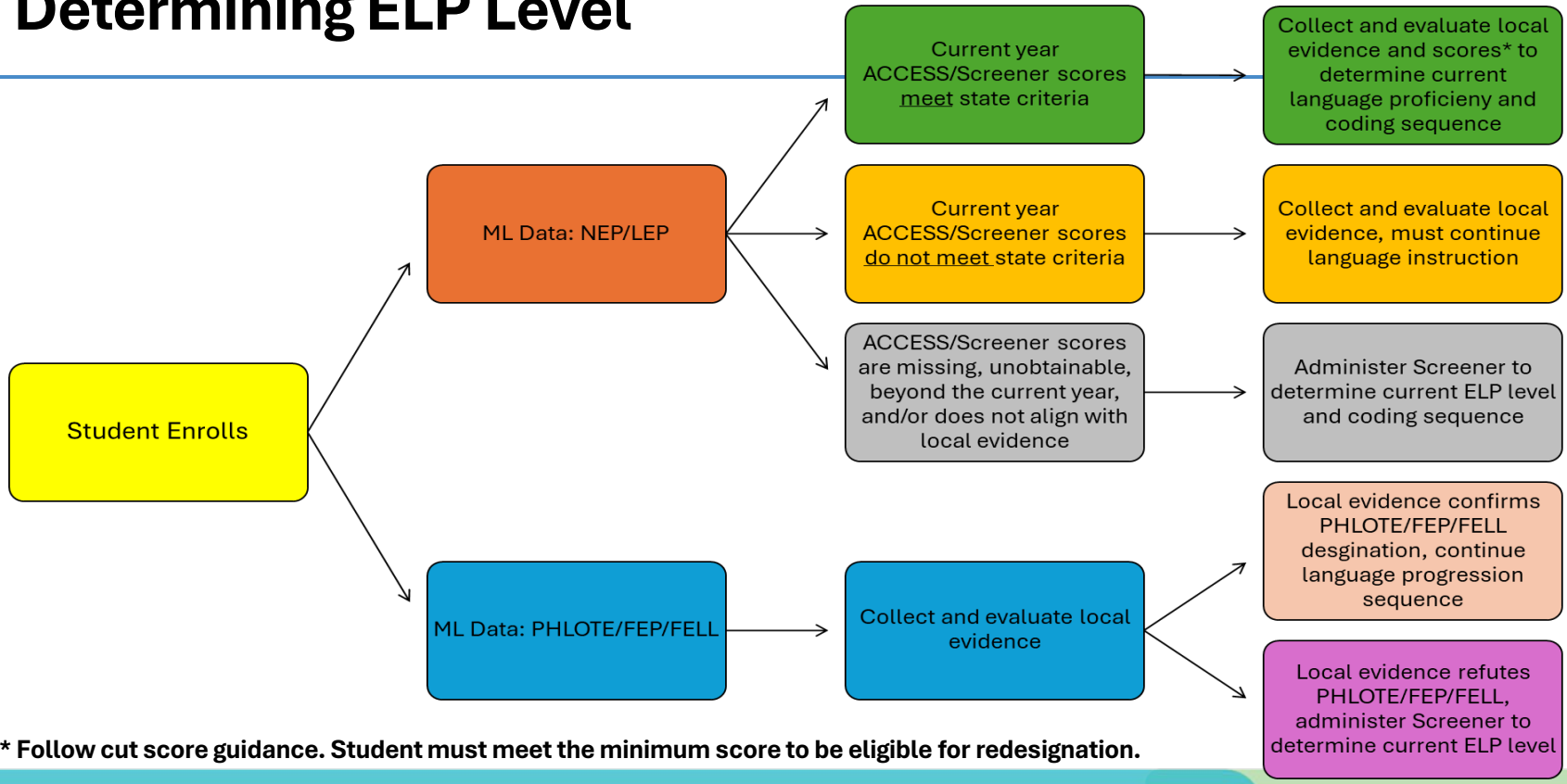
Important Details about ML Reports

This year's Student Interchange opened on July 14th for district data reporting staff. Once the student interchange opened, districts and schools must first upload student data files before viewing the updated Multilingual Learner History reports (District List and SASID Look Up). Use information provided in data reports when evaluating if enrolling student's ACCESS scores (Overall and Literacy) meet the criteria for redesignation or if scores indicate students would benefit from ongoing language assistance.

Please Note:

- ✓ Individual domain scores will not be included in CEDAR/COGNOS reports
- ✓ Contact the test district when seeking individual domain scores (R, W, S, L)
- ✓ ELP Overall and Literacy proficiency level scores will be refreshed each school year in July
- ✓ Continue to adhere to timeline and parent notification requirements

Determining ELP Level



*** Follow cut score guidance. Student must meet the minimum score to be eligible for redesignation.**

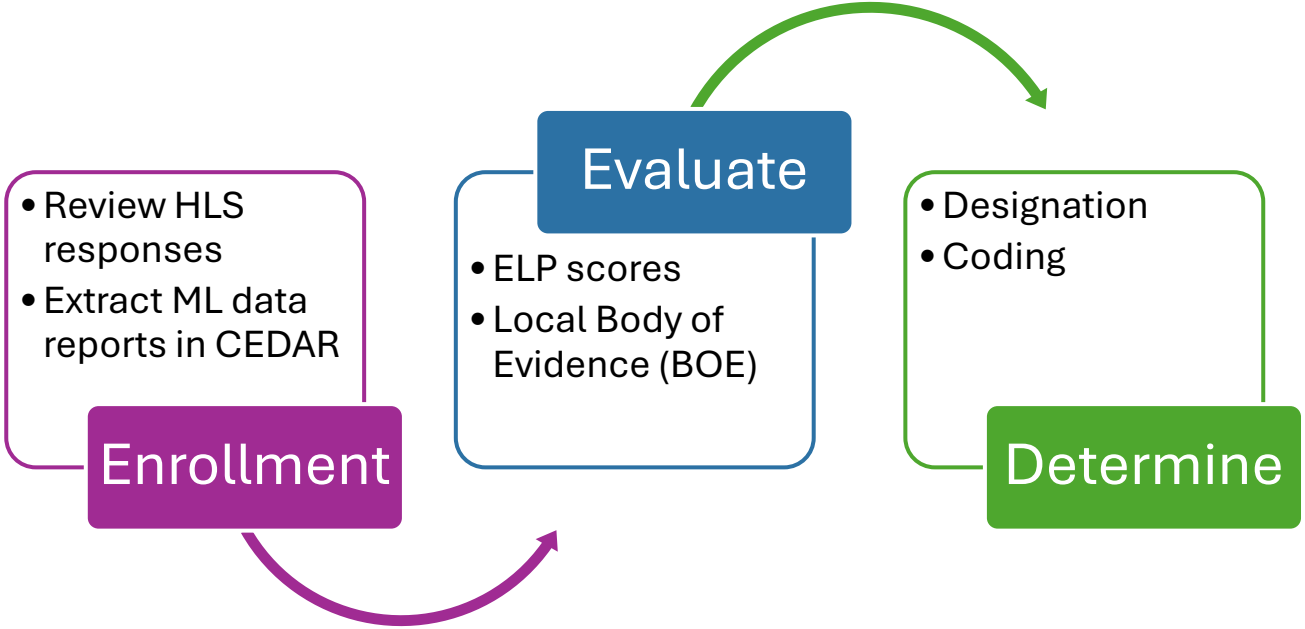
Special Considerations for Students with ML Historical Data

A. NEP/LEP students who have enrolled after Colorado's annual summative ELP assessment window (Jan-Feb) or enrolls around non-instructional school days (spring, winter, summer break) or
B. NEP/LEP students who have dis-enrolled before districts and schools were able to screen or obtain ELP assessment scores

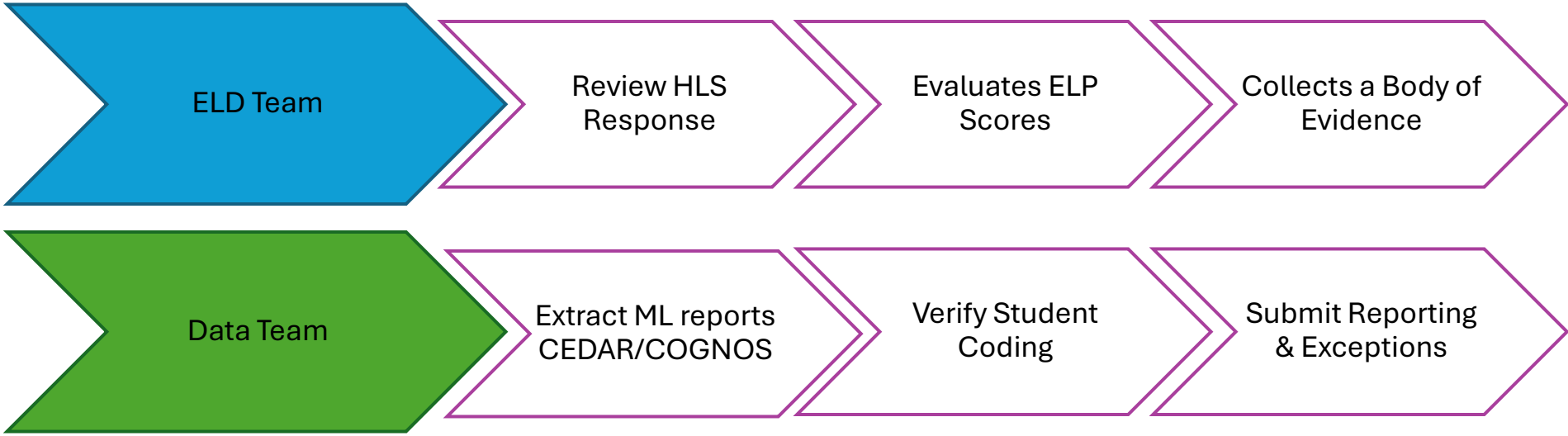
In these special cases, districts and schools should follow designation or coding sequence found in Data Pipeline until ELP assessment scores used to make ELP level decisions are received/obtained. Upon evaluation of ELP assessment scores and local evidence, language background, proficiency and instruction program code should be updated during the following Student October Count.

Please Note: Districts and schools may honor ELP assessment scores (ACCESS/Screener) as an official score report issued by WIDA and/or another WIDA state or as data submitted in the student cumulative file. But must verify that score reports and records are within the current administration year prior to making an ELP decision and determining the student's location in the language progression sequence for Data Pipeline coding. Score reports should be saved in the district's SIS and easily available during CDE audits and reviews as pdfs.

Processes & Systems



Strengthen Collaborations



Data Pipeline: Student Data Reporting Overview

- Student Data Respondents collaborate with district ELD team to report ML Data through the Student Interchange
  - Language background, language proficiency, language instruction program
- ML Data from the Student Interchange is used in many data collections throughout the school year and follows an expected annual reporting cycle
  - Student October is the master source to compare a student's progression through the ML Sequence from year to year
  - Student End of Year bookends the data reporting year as the final collection using this information, checking ML Coding against the Student October collection
- 2025-2026 Updates to support ML Coding and ELD Team process of identifying students
  - Updated error and warning checks
  - Updated CEDAR/COGNOS ML Historical Reports
  - Updated exception request template and supporting change request form

Annual Data Reporting Cycle

Student October

- Language Proficiency identifies students' ML status based on ELD procedures
- New coding begins 7/1 for students moving along ML Progression

During the Year

- ACCESS: Testing window occurs each winter
- Note: Language proficiency is expected to still match Student October

End of the Year

- Language proficiency coding remains same as October through 6/30
- Note: all Spring student level data collections expected to reflect the same coding as Student End of Year

Summer

- Plan for next school year using CO's standardized redesignation procedures
- New coding begins 7/1 for students moving along ML Progression

Data Checks (Errors and Warnings)

- Demographic File → Compares language proficiency from current file to prior October
- Student End of Year → Compares language proficiency in current OCT to current SEY
- Errors → Student's coding does not follow expected sequence and must be addressed
- Warnings → Possible issues, encouraged for review
- 2025-2026: Consolidated many errors and warnings into fewer codes and added custom 'error details' to the error report to show the language proficiency and district code in the prior year for comparison to the current year

New SP570 Student Demographic (DEM) error

Prior Year: OCT Language Proficiency	Current DEM: Expected Language Proficiency (no error)	Current DEM: SP570 Error—Language Proficiency Out Of Sequence	Current DEM: Allowable Language Proficiency (warning)
1—NEP	1, 2, 6	0, 7, 8, 9, 5, 4	No other options available
2—LEP	1, 2, 6	0, 7, 8, 9, 5, 4	No other options available
6—FEP MY1	7	0, 6, 8, 9, 5, 4	1, 2 (SP566 warning)
7—FEP MY2	8	0, 6, 7, 9, 5, 4	1, 2 (SP566 warning)
8—FEP Exit 1	9	0, 6, 7, 8, 5, 4	1, 2 (SP566 warning)
9—FEP Exit 2	5	0, 6, 7, 8, 9, 4	1, 2 (SP566 warning)
5—Former ML	5	0, 6, 7, 8, 9, 4	1, 2 (SP566 warning)
4—PHLOTE	4	0, 6, 7, 8, 9, 4	1, 2 (SP566 warning)
0—N/A	0	6, 7, 8, 9, 5	1, 2 (no warning) 4 (SP178 warning)

COGNOS/CEDAR
Multilingual Learner Historical Reporting: District List

- New report published 7/30, old report ‘English Learner Historical Reporting by District’ is no longer available
- Must upload both a Student Demographic and a Student School Association file before this report will reflect data
- Includes prior year Student October and WIDA Access data for students in your current student interchange files
- Includes **ALL students** with Student Interchange records, including students whose language background is ‘ENG’ in the current year and prior year.
- **Tip:** Use the ‘extract excel data’ download option to download an excel spreadsheet that can be sorted/filtered
- *Data User IdM Role = Student Interchange, LEA User*
- *Optional Viewing Only IdM Role = Student Interchange, LEA Viewer*

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Colorado Department of Education

Multilingual Learner Historical Reporting: District List

District:

School Year: 2025-2026

Tag Code: None

				Current Year: Current Student Interchange Files						Prior Year: Student October and WIDA Access								
SASID	Last Name	First Name	Date of Birth	District	School	Language Background	Language Proficiency	Language Instruction Program	DEM File: Error Indicator	OCT District	OCT School	OCT Language Background	OCT Language Proficiency	OCT Language Instruction Program	WIDA Access: Testing District	WIDA Access: Overall Score	WIDA Access: Literacy Score	Alternate Access Y/N
						spa	(2) LEP	(01) ESL or ELD				spa	(2) LEP	(01) ESL or ELD		3.5	3.5	N
						spa	(8) FEP - Exit Year 1	(00) Not Applicable	E			spa	(8) FEP - Exit Year 1	(00) Not Applicable)				

COGNOS/CEDAR
Multilingual Learner Historical Reporting: SASID Lookup

- New report published 7/14, old report ‘English Learner Historical Reporting by SASID’ is no longer available
- WIDA Access scores for prior year (if available) now included in this report
- Student End of Year (SEY) rows appear when there is an active SEY collection to allow LEAs to see approved sequence changes occurring mid-year
- Report now includes most recent school year at the top, then reflects prior school years in descending order
- *Data User IdM Role = Student Interchange, LEA User*
- *Optional Viewing Only IdM Role = Student Interchange, LEA Viewer*

Colorado Department of Education

Multilingual Learner Historical Reporting: SASID Lookup

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District:

School Year:

File	SASID	School Year	Grade	District Code	Language Background	Language Proficiency	Language Instruction Program	DEM File: Update Date	DEM File: Tag Code	DEM File: Error Indicator	WIDA Access: Testing District	WIDA Access: Overall Score	WIDA Access: Literacy Score	Alternate Access Y/N
Stu Oct		2024-2025	060		spa	(2) LEP	(01) ESL or ELD							
SEY		2024-2025	060		spa	(2) LEP	(01) ESL or ELD							
Current DEM		2024-2025	060		spa	(2) LEP	(01) ESL or ELD	07082025		N				
Stu Oct		2023-2024	050		spa	(2) LEP	(01) ESL or ELD					3.9	4.0	N
SEY		2023-2024	050		spa	(2) LEP	(01) ESL or ELD					3.9	4.0	N
Stu Oct		2022-2023	040		spa	(1) NEP	(01) ESL or ELD							

Reporting Exceptions

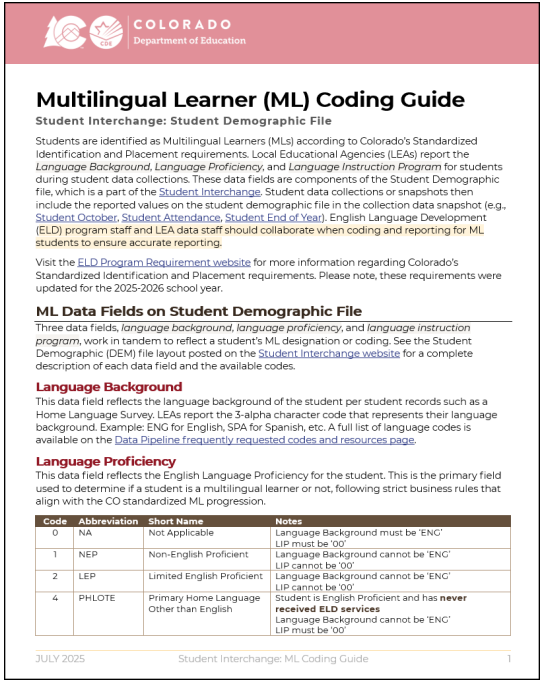
- Submitted by student data respondent to request an error is cleared for a specific student coding scenario
  - May need input from ELD Team to complete template or ML Change Request Form
- Directions and template available on Student Interchange website
- 2025-2026 Updates
  - ML specific template that includes tab with sample 'reasons' for requests
  - ML sequence change request form updated for use throughout the year instead of just mid-year changes
    - Use when student has 2+ years of ML history as additional documentation to support the template

Error Location (DEM/Snapshot/Both)	Possible Error Codes	Example Reason	Additional ML Sequence Change Request form required?	CDE notes
Both	SP570; SE170, SE209	**Misidentified ML** with **2+ years of ML reporting history**, student should be ENG only	Yes	When a change occurs after OCT as part of Spring student collection (i.e., Student End of Year) a follow-up exception is needed at the beginning of the following year to fully correct the sequence.
Both	SP570, SP157; SE170, SE209	**Misidentified ML** with less than 2 years of reporting history, student should be ENG only	No	When a change occurs after OCT as part of Spring student collection (i.e., Student End of Year) a follow-up exception is needed at the beginning of the following year to fully correct the sequence.

ML_Example_Reasons | DEM Exceptions | Snapshot SASID level Exception

ML Coding Guide

- Available on the Student Interchange website
- Designed to support student data respondents with implementation of ML coding in alignment with ELD Team designations for students
- Includes details regarding
  - ML Data Fields
  - Annual Data Cycle and ML Progression
  - Determining Language Proficiency Coding
  - Business Rules and Reporting Exceptions
  - Data Best Practices
  - COGNOS/CEDAR Reports



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Multilingual Learner (ML) Coding Guide

Student Interchange: Student Demographic File

Students are identified as Multilingual Learners (MLs) according to Colorado's Standardized Identification and Placement requirements. Local Educational Agencies (LEAs) report the *Language Background*, *Language Proficiency*, and *Language Instruction Program* for students during student data collections. These data fields are components of the Student Demographic file, which is a part of the Student Interchange. Student data collections or snapshots then include the reported values on the student demographic file in the collection data snapshot (e.g., Student October, Student Attendance, Student End of Year). English Language Development (ELD) program staff and LEA data staff should collaborate when coding and reporting for ML students to ensure accurate reporting.

Visit the ELD Program Requirement website for more information regarding Colorado's Standardized Identification and Placement requirements. Please note, these requirements were updated for the 2025-2026 school year.

ML Data Fields on Student Demographic File

Three data fields, *language background*, *language proficiency*, and *language instruction program*, work in tandem to reflect a student's ML designation or coding. See the Student Demographic (DEM) file layout posted on the Student Interchange website for a complete description of each data field and the available codes.

Language Background

This data field reflects the language background of the student per student records such as a Home Language Survey. LEAs report the 3-alpha character code that represents their language background. Example: ENG for English, SPA for Spanish, etc. A full list of language codes is available on the Data Pipeline frequently requested codes and resources page.

Language Proficiency

This data field reflects the English Language Proficiency for the student. This is the primary field used to determine if a student is a multilingual learner or not, following strict business rules that align with the CO standardized ML progression.

Code	Abbreviation	Short Name	Notes
0	NA	Not Applicable	Language Background must be 'ENG' LIP must be '00'
1	NEP	Non-English Proficient	Language Background cannot be 'ENG' LIP cannot be '00'
2	LEP	Limited English Proficient	Language Background cannot be 'ENG' LIP cannot be '00'
4	PHLOTE	Primary Home Language Other than English	Student is English Proficient and has **never received ELD services** Language Background cannot be 'ENG' LIP must be '00'

JULY 2025 Student Interchange: ML Coding Guide 1

CDE Contacts & Offices

CLDE Office Website (Identification, Redesignation, Screener, Programming)

- Contact Doris Nguyen at brock-Nguyen_d@cde.state.co.us
- List Serv Emails, contact Janet Turnmeyer at turnmeyer_j@cde.state.co.us

Data Pipeline Website

- Student Interchange Website
- Student October and Student End of Year Sites
- Contact Collin Slutzky at StudentOctober@cde.state.co.us
- Contact Regan Ward at StudentEndOfYear@cde.state.co.us

Assessment Office Website (WIDA ACCESS)

- Contact Heather Villalobos Pavia at Villalobos-Pavia_H@cde.state.co.us

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Please reach out when you have questions about ML Enrollment and ML Data Reports used to make designation and coding decisions during SY25-26.