

Philadelphia SIS Project - English Learners

Accessing EL Data in Infinite Campus

1. Go to **Index**. Within the **Student Information** module, click on **Program Participation**. Under Program Participation, you will see the English Learners (EL) module.

The screenshot shows the Infinite Campus District Edition interface. At the top, there is a green header with the Infinite Campus logo and 'District Edition'. Below the header, there are dropdown menus for 'Year' (set to 17-18) and 'School' (set to Franklin, Benjamin HS). A navigation bar contains 'Index' (highlighted with a purple box), 'Search', and a back arrow. Below the navigation bar, there are sections for 'District Announcements', 'School Announcements', and 'Process Alerts', each with a message indicating no announcements or alerts at this time. On the left side, under 'Student Information', there is a 'Program Participation' section with 'English Learners (EL)' highlighted by a purple box. Other sections include 'General', 'Special Ed', and 'Reports'.

2. Once you click on **English Learner**, it will take you to the **Search** tab. Input a student's name. Click on the student's name and his data will show up to the left of the screen. The first thing to look for is the **red flag**. Make sure that any identified EL has the **red LEP/ELL flag**

The screenshot shows the Infinite Campus interface after searching for a student. The 'Search' tab is active, and the student's name 'Kanu' is entered in the search field. The search results show one student: '10 Kanu, Joseph'. The student's record is displayed, including a red flag icon next to 'LEP/ELL'. The record details are as follows:

Active EL Record	Census Information
*Program Status EL	**To update read only fields, please
Identified Date: 08/14/2012	Home Primary Language: 102
Expected Exit Date:	First Entered US School: No
Program Exit Date:	Birth Country: Sier
First Year Monitoring:	
Second Year Monitoring:	
Third Year Monitoring:	
	District Defined Elements
	Not EL Reason

3. The **EL tab** tells you the status of the student, EL, Exited EL, or Not EL. The EL tab also tells you the date the student was identified as an EL and when he was enrolled in an ESL program. This information will help when determining PSSA and Keystone accommodations. The EL tab also tells you the student’s post exit monitoring information along with language and country of birth.

EL EL Assessments EL Services LEP Initial Placement

Save Delete

Active EL Record

*Program Status: EL

Identified Date: 08/14/2012

Expected Exit Date: []

Program Exit Date: []

First Year Monitoring: []

Second Year Monitoring: []

Third Year Monitoring: []

Fourth Year Monitoring: []

Parent Notified: []

Census Information
****To update read only fields, please go to Census->People->Identities**

Home Primary Language: 1020: Creoles and pidgins, English-based (Other)

First Entered US School: No Data Available

Birth Country: Sierra Leone

District Defined Elements

Not EL Reason: []

Current EL Level: 3.2 Level When Exited: []

4. The **EL Assessments** tab tells you the ACCESS tests the EL student took since 2016. **(All other ACCESS scores will have to be retrieved from either SchoolNet or the student’s ELL data envelope found in their pupil pocket.)** Clicking on any ACCESS composite score will give you the domain breakdown in Listening, Speaking, Reading and Writing.

EL **EL Assessments** EL Services LEP Initial Placement

Print

EL Test Scores

- 2017 ACCESS Composite 02/11/2017 Raw Score:0 Result:3.2 Developing
- 2016 ACCESS Composite 02/11/2016 Raw Score:0 Result:4.9 Expanding

001

2016 ACCESS Composite 02/11/2016 Raw Score:0 Result:4.9 Expanding

Test Score Detail

2016 ACCESS Composite

Date Raw Score
02/11/2016 0.000

Proficiency Level
Expanding

Result
4.9 Expanding

Comments
Not Defined

	Raw Score	Result
ACCESS Listening	0.000	3.9
ACCESS Reading	0.000	3.6
	0.000	6.0

5. The **LEP Initial Placement** tab tells you the date the student was administered the language proficiency screening test to determine what his initial language level was. Clicking on the level, will take you to the breakdown of all 4 domains.

EL EL Assessments EL Services **LEP Initial Placement**

+ New Status Save Delete

Custom Status Data List

Date	Time	Custom Data
11/30/2017	03:33 PM	PlacementDate=8/14/2012, PlacementLevel=1.1: Entering

LEP Initial Placement

*Status Date: 11/30/2017 Status Time: 03:33 PM

Placement Level: 1.1: Entering Placement Date: 8/14/2012

Placement Results: Grade Band of Test: [Dropdown]

Reading Score: [Select a Value] Writing Score: [Select a Value]

Speaking Score: [Select a Value] Listening Score: [Select a Value]