



MEMORANDUM

To: Superintendents  
English Proficiency Assessment Administrators

From: Michele Walker, Director  
Division of School Assessment

Lauren Harvey, Assistant Director  
Division of Language Minority and Migrant Programs

Date: November 21, 2007

RE: LAS Links English Proficiency Assessment Training

As required by the No Child Left Behind Act, the annual LAS Links English proficiency assessment will be administered in Spring 2008 to all limited English proficient (LEP) students. The LAS Links English proficiency assessment measures annual growth in the English language domains of listening, speaking, reading, writing, and comprehension. This statewide administration must include all LEP students in grades K-12 (as well as any students that scored an Overall Level 5 on LAS Links for the first time in Spring 2007). Students scoring fluent (Level 5) on the LAS Links Placement Test in Fall 2007 need not be included in the Spring 2008 administration.

The anticipated Spring 2008 test administration window is February 1, 2008 through March 14, 2008. In preparation for the test administration, the following schedule of train-the-trainer pre-test workshops has been developed:

Thursday, January 17	Friday, January 18
Bloomington High School North 3901 Kinser Pike Bloomington, IN 47404 Park in parking lot in front of the building and use main entrance	Jasper High School Community Room 1600 St Charles St Jasper, IN 47546 Park in main lot, room entrance is separate from main school entrance
Tuesday, January 22	Wednesday, January 23
H. Dean Evans Administrative Building MSD of Washington Township 8550 Woodfield Crossing Blvd Indianapolis, IN 46240 Park in main lot and use main entrance	MSD of Pike Twp Training Center Horizons Room (near east entrance) 6321 La Pas Trail Indianapolis, IN 46268 Parking available surrounding building
Thursday, January 24	Friday, January 25
Adams High School 808 Twyckenham Drive South Bend, IN 46615 Park behind building along Wall Street and use main entrance	Northwest Indiana Education Center 2939 41st Street Highland, IN 46322 Park and enter at west end of middle school

All workshops are scheduled from 9 a.m. to noon (local time). The workshop will cover test design and format, test administration guidelines, scoring the Speaking domain, and procedures for receiving and returning test materials. Participation in the workshop is recommended for staff needing a refresher and for new staff responsible for administering LAS Links. Workshop registration for each site is required. Please register online by January 5th, 2008, at <http://mustang.doe.state.in.us/dg/lep/08-laslinks-reg.cfm>.

For questions about implementation or training, please contact the Division of Language Minority and Migrant Programs at 317-232-0555 or 800-382-9962 or visit [http://www.doe.state.in.us/lmmp/LAS\\_links.html](http://www.doe.state.in.us/lmmp/LAS_links.html).