

San Antonio Independent School District

1811 S. Laredo Street, San Antonio, Texas 78207

Telephone (210) 228-0055 Fax (210) 299-1007

Testing Office

**ACTION
REQUIRED**

TO: All Principals

FROM: Leslie Stephens, Director of Testing

SUBJECT: Bilingual/ESL Identification for ITBS Testing of New District
Students in 2011-2012

DATE: September 19, 2011

If you have LEP students **new to the district**, you must give them the ITBS test during the fall window of October 10th through October 13th *if* their Home Language Survey indicated a language other than English. Remember that the student must be administered the **language and reading sections of the ITBS** as part of the identification process.

Fill out the attached order form and fax it to the Testing Office by September 27th. You will be notified when to pick up test booklets, manuals, answer sheets, and directions for completion from the Testing Office.

After testing, all test materials must be returned to the Testing Office at 1811 S. Laredo no later than noon on Friday, October 14, 2011.

For materials or questions about administering the ITBS, call the Testing Office at 228-0055.

For questions about the Bilingual/ESL Program, identification, placement of LEP students, and procedures for LPACS, etc., contact the Bilingual/ESL Department at 354-2302.

Campus _____

Attn: _____

Campus Bilingual Coordinator

Bilingual Identification
ITBS (English Reading & English Language Arts)
October 10-13, 2011

Please indicate which test materials you need to administer to new-to-the-district students in grades 2-12 who have a language other than English identified on the Home Language Survey.

Grade/Level Survey Battery	Number of Test books	Number of Answer Sheets	Number of Directions (1 per 10 students tested gr.3-8, 9-12)	1 Campus ID Sheet Group ID Sheets-1 per grade level
Grade 2 Level 8		N/A		
Grade 3 Level 9				
Grade 4 Level 10				
Grade 5 Level 11				
Grade 6 Level 12				
Grade 7 Level 13				
Grade 8 Level 14				
ITED Grade 9 Level 15				
ITED Grade 10 Level 16				
ITED Grades 11-12 th Level 17/18				

Send your order form to the Testing Office (fax 299-1007) by Tuesday, September 27, 2011. After testing, all materials must be returned to the Testing Office, 1811 S. Laredo no later than noon Friday, October 14, 2011.