



STATE OF NEW JERSEY

DEPARTMENT OF EDUCATION

A Memo from the New Jersey Department of Education

Date: December 17, 2025

To: Local Educational Agency Leads, Directors of Approved Private Schools for Students with Disabilities

Route To: Principals, DLM District and School Test/Assessment Coordinators, Data Managers, Technology Representatives, Staff Involved with Students with Significant Cognitive Disabilities

From: Kathy Ehling, Assistant Commissioner
Division of Educational Services

Jorden Schiff, Ed. D., Assistant Commissioner
Division of Teaching and Learning Services

Virtual Training Sessions for the 2025-2026 WIDA ACCESS Assessment and Dynamic Learning Maps (DLM) Alternate Assessment

The New Jersey Department of Education (NJDOE) annually releases District Test Coordinator (DTC) training materials and New Jersey (NJ)-specific resources to support the administration of ACCESS and DLM assessments. For the 2025-2026 administration, the NJDOE will also offer optional virtual training sessions to further assist districts in preparing for ACCESS and DLM testing.

Virtual Training Schedule and Topics

Date	Time (ET)	Virtual Training Topics	Registration Link
January 6, 2026	11 a.m.–11:45 a.m.	ACCESS: NJ Specific Resources and NJ DTC Training Deck	ACCESS Virtual Training #1
January 13, 2026	10 a.m.–10:45 a.m.	ACCESS: Data Validation, Domain Exemptions, Do Not Score Codes, and Common Errors	ACCESS Virtual Training #2
January 22, 2026	11 a.m.–11:45 a.m.	ACCESS: Open Q&A Session	ACCESS Virtual Training #3
March 2, 2026	10 a.m.–10:45 a.m.	DLM: NJ Specific Resources, DTC Training Deck, and Parent Portal	DLM Virtual Training #1
March 10, 2026	11 a.m.–11:45 a.m.	DLM: Kite Educator Portal and Exit and Special Circumstance Codes	DLM Virtual Training #2
March 19, 2026	11 a.m.–11:45 a.m.	DLM: Open Q&A Session	DLM Virtual Training #3

Who should attend the virtual training sessions?

DTCs, Data/Technology Coordinators, and School Test Coordinators (STC) are welcome to attend the optional training sessions. Test administrators, teachers, and support staff should **not** attend these sessions. Instead, they should receive turnkey training provided by their DTCs as needed.

Contact Information

For further information or for answers to specific questions, NJDOE email addresses and phone numbers are listed below.

Contact	Contact Information	Contact for Questions Regarding:
NJDOE Office of Assessments	assessment@doe.nj.gov (609) 376-3960	<ul style="list-style-type: none">Virtual training sessionsACCESS & DLM state-specific administration policy and procedures

Contact	Contact Information	Contact for Questions Regarding:
NJDOE Office of Special Education	AAParticipation@doe.nj.gov (609) 376-9060	<ul style="list-style-type: none">• New Jersey DLM technical/policy and program assistance• DLM student participation guidance• Essential Elements (e.g., programming)
NJDOE Office of Supplemental Educational Programs, Title III/Bilingual Education Unit	Email: ML@doe.nj.gov Phone: (609) 376-9080	<ul style="list-style-type: none">• Technical/policy and program assistance• Student entrance and exit requirements

c: Members, State Board of Education
NJDOE Staff
Statewide Parent Advocacy Network
Garden State Coalition of Schools
NJ LEE Group