

## PROCEDURE FOR LIMITED ENGLISH PROFICIENCY STUDENTS POLICY

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ANWSD will maintain a current *Lau Plan*. The Lau (ELL) Plan is named from the U.S. Supreme Court's 1974 decision in *Lau v. Nichols* to ensure that all students have equal access and that identical education does not constitute equal education under the Civil Rights Act of 1964.

- *identifying students who qualify for ELL services,*
- *development of individualized ELL Service Plans for each qualifying student,*
- *ensuring that ELL students are served by licensed ELL teacher(s),*
- *ensuring that the language instruction is aligned with VT state standards*
- *ensuring that ELL students are administered all state required assessments*

*The ANWSD Lau Plan will be posted on the website and will be updated periodically to ensure compliance with state and federal statutes and regulations.*

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**Defining an ELL Student:** In Vermont an ELL student is a student with a home language other than English and who is limited English language proficient based on results from an English language proficiency assessment approved by the state of Vermont (WIDA). Specific definitions, as well as eligibility and exit requirements, are outlined further in this plan and adhere to Vermont state guidance for exiting ELL services as outlined in the Vermont Agency of Education memo dated Dec 7, 2010 entitled "Amendment to Vermont's Definition of English Language Learner (ELL), Exit Criteria from Title III and Title I Language Support Programs; and Title III Annual Measurement Achievement Objectives (AMAOs)".

**ELL Program Staffing:** Students identified as eligible for ELL Services, including students who have moved out of services and into Monitoring, shall have services/monitoring provided by a licensed ELL teacher. Additional tutoring may be provided if available but the tutoring must be overseen by a licensed ELL teacher and shall not supplant required ELL services.

### **English Language Learner (ELL) Screening and Identification Process:**

1. At the time of registration, parents/guardians of each new student will complete the state required Primary/Home Language Survey. If any other language is indicated on the Primary/Home Language Survey, the ELL teacher assigned to that school is notified and provided with a copy of the Primary/Home Language Survey.

2. The ELL teacher assigned to the student's school will review the survey, conduct any necessary interview and/or testing, and determine eligibility for ELL services. Based on the screening and identification process, ELL students fall into one of three categories:
  - Current ELL - An ELL student who qualified and is receiving services.
  - Monitoring - An ELL student who has passed the ACCESS/WIDA test must be, per VT regulations, monitored by a qualified ELL teacher for two years prior to fully exiting the program. Students are listed as Monitoring Year 1 (MY1) or Monitoring Year 2 (MY2). During this time, ELL teacher(s) will review student academic records, assessment results and consult with teachers to ensure that the student's academic progress is not being hindered by language proficiency.
  - Exited - Following two years of monitoring an ELL students will exit the ELL program.

Eligibility and exit requirements are outlined in more detail in the Vermont Agency of Education memo dated Dec 7, 2010 entitled "Amendment to Vermont's Definition of English Language Learner (ELL), Exit Criteria from Title III and Title I Language Support Programs; and Title III Annual Measurement Achievement Objectives (AMAOs)".

1. Notification & Documentation:

- If it is determined that this student is an ELL student, the ELL teacher will develop an ELL EST Plan which outlines the nature and frequency of ELL services provided to the student that year. The EST Plan will be revisited throughout the year and may be revised to meet the changing needs of the student. Other school personnel may be involved in the development of the plan (eg., classroom teacher, special educator, principal, other specialists).
- Parents/guardians will receive notification of assessment results and ELL status determination, as well as a copy of the ELL EST Plan (if applicable). They will be given an opportunity to ask questions or share their concerns. Interpretation services should be provided if necessary.
- The ELL teacher will notify the principal, classroom teacher and other relevant personnel of the determination and of the details of the EST Plan, including any indication of parent refusal for services.
- Original copies of the Primary/Home Language Survey, ANWSD Screening Form, assessment results, and all other documents used to determine eligibility will be put in the child's file.

- If it is determined that this student is an ELL student, a copy of the Primary/Home Language Survey will be sent to the ELL Coordinator. The Primary/Home Language Survey will be forwarded to the State ELL Coordinator with an indication that a EST plan has been developed and whether parents have accepted or denied services.
- The ELL Coordinator will ensure that the student information management system and other electronic databases are updated with relevant information including an ELL alert, assessment/screening results, name of assigned ELL teacher, and the ELL EST plan category.

**ELL EST plan:** Services should be designed in such a way as to support the individual language needs of each student, developmentally appropriate, sensitive to school schedule and designed in an inclusive manner to ensure that ELL students are immersed in their classroom instruction and community as much as possible. Services might include one or more of the following: push-in instruction/support, pull-out instruction, or teacher consultation/co-planning with classroom teacher.

**Standards:** Vermont is currently a member of the WIDA Consortium, a multi-state consortium that defines ELL standards and assessments. The WIDA ELP standards serve as the standards for ELL instruction in Vermont. Accordingly the ANWSD ELL program is designed around the WIDA English Language Development (ELD) standards.

**Parental notification:** Parents will be notified of services annually through the development of an ELL Service Plan. The EST Plan may change over the course of the year as a student demonstrate progress and parents will be notified of any changes. Annually a hardcopy of the EST Plan will be filed in the student's individual cumulative file.

**Parent refusal of services:** If parents refuse services, the teacher and principal will meet with the parents to understand their concerns. If the parents continue to refuse services, the student's file will reflect the decision. The ELL teacher will continue to monitor the student as they move through the system and support the classroom teacher to the best of their abilities with supporting the student without direct ELL services.

**State Assessments:** Vermont regulations require that an ELL student continue with ELL programming until he or she passes the state ACCESS for ELLs assessment or the school determines that the student is eligible to exit services based on other compelling local assessment data. ELL students are required to take all other state assessments unless he or she qualifies for an exemption as outlined by state or federal regulations. For example, currently newcomer ELL students are exempt from participation in the state assessment SMARTER Balanced Assessment Consortium (SBAC) for English Language Arts if they have moved into

the U.S. within one calendar year of the assessment window. The student is, however, required to take the state math and science assessment.