

# Your Selected Documents

<b>District:</b>	Nettleton School District
<b>Section:</b>	I - Instructional Program
<b>Policy Code:</b>	IK - Limited English Proficiency Instruction

English Learner Program

## **Nettleton School District** English Learner Program Policy

The Nettleton School District will provide a program of language instruction to students who are identified as English Learners (EL). Parents have the right to refuse services provided by Nettleton School District in the English Learner Program.

### **IDENTIFICATION**

Students who meet any one or more of the following criteria shall be identified as being EL. A student who:

1. Was not born in the United States or whose native language is a language other than English and comes from an environment where a language other than English is dominant; or
2. Is a Native American or Alaskan Native or who is a native resident of the outlying areas and comes from an environment where a language other than English has had a significant impact on the student's level of English language proficiency; or
3. Is migratory and whose native language is other than English and comes from an environment where a language other than English is dominant; and
4. Has sufficient difficulty speaking, reading, writing, or understanding the English language and whose difficulties may deny such individual the opportunity to learn successfully in classrooms where the language of instruction is English or to participate fully in our society.

### **REQUIREMENTS**

If this district receives federal funding for the EL Programs, the following will be provided:

1. Parents will be notified of their student's placement in a language program and their options associated with that placement. Notification will include the reasons for identifying the child as EL and the reasons for placing the child in the specified program.
2. Students will participate in regular assessments in a manner that will yield an accurate assessment. Test waivers may be granted on a case-by-case basis for EL students who demonstrate unusual and unique circumstances; however, students who have been educated in the United States for three years are required to participate in reading/language arts assessment in English.

3. Evaluation of the program and the academic success and language achievement of the students in the program. Parents will be notified of:
- a. Their child's level of English proficiency and how such a level was assessed.
  - b. The status of their child's academic achievement.
  - c. The method of instruction used in the program in which the child is placed, and the methods of instruction used in other available appropriate academic achievement standards.
  - d. Information as to how the program will meet their child's educational strengths, assist him/her to learn English, and meet age-appropriate academic achievement standards.
  - e. Exit requirements for the program.
  - f. If the child has a disability, a statement as to how the EL program will meet the objectives of the child's IEP.

**Nettleton School District**  
English Learner (EL)

**1. Admittance Policy**

- a. If a student attempts to enroll in the Nettleton School District but has no social security number, the student will be assigned an MSIS number and admitted without the social security number.
- b. If a student attempts to enroll in the Nettleton School District but has no record of immunization, the student is asked to go to the Health Department to obtain immunization. This procedure only delays enrollment 1-2 days and ensures the safety of the student population at large.
- c. When a student enrolls in the Nettleton School District, the student is asked to complete a home language survey which is part of our enrollment package.
- d. If the student or parent indicates that English is not the primary language spoken in the home, the school counselor has the parent complete a more detailed Home language survey form and sends a copy of the completed form to the Federal Programs Director (The original is filed in the cumulative record.)
- e. If a student enrolls at the beginning of the school year they will be screened within 30 days, if a student enrolls after the start of the school year they will be screened within 2 weeks of enrollment. The district test coordinator, who has certification on the state adopted English Language Proficiency assessment, will administer the screen-er.
- f. Within two weeks of testing, parents will be notified of the test results and will be told if their child qualifies for EL services. Parents/guardians have the right to refuse services but Nettleton School District will still test the student on the yearly State approved English Language Proficiency assessment and provide academic needs to EL students.
- g. Each student enrolled in the program will have an LSP (language service plan) developed by the SET (student evaluation team).
- h. All students enrolled in the program will be given an end of the year state-approved English Language Proficiency Assessment.

**2. Goals and Activities**

- a. The goals of the Nettleton School District's EL program are:
  - i. To ensure that children who are indentified as ELs attain English proficiency and meet the same challenging state academic content and student academic achievement standards as all children are expected to meet (NCLB Section 3101.1) (Continued by ESSA)

ii. To promote parental and community participation in language instruction educational

programs for  
the parents and communities of EL children (NCLB Section 3101.6) (Continued by ESSA)

b. Annual activities that will be implemented and administered by the Nettleton School District will include:

i. Ensuring that the teachers and assistants who have EL students receive training regarding the instructional needs of said students. Each teacher or assistant will work weekly one on one, or in small groups with EL students. The classroom teachers will also help to create an action plan for each student.

ii. Make available information about their child's educational process in a language they can understand.

iii. In April, all students in the EL program will be tested using the state approved English Language Proficiency Assessment.

**3. Describe how the LEA will hold schools accountable for meeting proficiency and annual measurable achievement objectives**

a. The ELL Committee, consisting of the Principal, Federal Programs Director, teachers of ENGLISH LANGUAGE LEARNER AND IMMIGRANT students, and other district-level administrators, will

assess the State approved English Language Proficiency assessment and the state approved academic assessment on a yearly basis.

b. If it is determined that one of the schools is not increasing the fluency of its EL students, the committee will reevaluate the current program and make appropriate changes.

**4. Accountability for measuring annually the English proficiency of EL students and for their participation in the state-administered English Language Proficiency testing program**

a. The District Test Coordinator or designee with proper certification administers the State approved English language Proficiency assessment to all EL pupils in April.

b. All EL students participate in the state approved academic Assessment throughout the year.

**5. Language instruction:**

a. Each student in the EL program will receive thirty minutes of one-on-one or small group instruction with a tutor or teacher using the district adopted English Proficiency program.

b. Classroom teachers will complete a language proficiency checklist every nine weeks. If a student is noted as not developing English proficiency, the teacher will determine another plan of action for the child.

**6. Collection of Data**

a. Every EL student is tested according to EL. Guidelines by the District Test Coordinator or designee with proper certification.

b. Test scores of all EL students are submitted to the MDE yearly.

**Goals**

c. The Nettleton School District provides a learning environment that is student-centered, developmentally appropriate and research-based.

d. EL students in the Nettleton School District learn language by participation in grade-level and challenging mainstream classroom activities enhanced by one-on-one daily tutorial sessions that are tailored specifically to each student's individual needs.

e. EL students in the Nettleton School District will progress

toward fluency in English through participation in mainstream classrooms, individual attention, and

communication among all of the stakeholders.

#### **7. Student Evaluation Team**

- a. The student evaluation team (SET) consists of-The Student Evaluation Team is composed of current regular education teachers, English Learner teachers, Special Education Teachers if applicable, Administrators, Counselors, and Parents or Guardians.
- b. The team meets quarterly. If a student performs poorly during a grading period, or is noted by the teacher not to be making progress toward fluency, a meeting will be conducted.

#### **8. Program Components**

- a. The students receive primary instruction in the regular classroom. (Structured English Immersion Approach)
- b. The students receive thirty minutes per day for tutoring during a study period or other time deemed appropriate by the regular classroom teacher.
- c. Some students also participate in the district approved supplemental reading.
- d. Assistance may also be in the form of helping the student to complete regular classroom assignments or remediation or teach students learning techniques

#### **9. Transitioning / Exiting procedure**

- a. If the students scores a 4-5 on the reading/writing and a 4-5 overall on the State approved English Language Proficiency Assessment and if the teacher(s) determines that the student is adjusting and succeeding academically, then notification will be sent to parents in their native language that the student will be exited from the program and monitored for 4 years.
- b. If a student, who is the monitoring cycle, begins to struggle academically, the student will be re-referred to the EL program. Teachers can also request that the student be considered for referral.

#### **10. Method of Evaluation**

- a. The state approved English Language Proficiency assessment results will be reviewed every year to see if our students are making satisfactory progress toward English Proficiency.
- b. If a lack of growth is apparent at any particular school or grade level, the Director of Federal Programs and the teacher involved will develop a new plan of action for the upcoming school year.

CROSS REF.: Policies IDDF - Special Education Programs

### II - Testing Programs

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