

English Learner (EL) Master Plan (DRAFT)

Table of Contents

- 1. <u>A Note to Our Multilingual Families</u>
- 2. Initial Identification and Assessment
 - a. Home Language Survey
 - b. Parent Notification of Assessments
 - c. Initial and Annual Assessment on English Language Proficiency Assessments for California
 - d. Proficiency Level Descriptions
 - e. Sample Score Report
- 3. <u>Reclassification</u>
 - a. Criteria
- 4. Instructional Program & Effective Instructional Approaches
 - a. Integrated & Designated Instruction
 - b. <u>Researched Based Strategies</u>
 - c. <u>Current Practices</u>
- 5. EL Assessment
- 6. Parent Involvement: SELAC & DELAC
- 7. Funding
- 8. District Data of Students Served

A Note to Our Multilingual Families:

The Miller Creek School District celebrates multilingualism.

Young children who are exposed to multiple languages experience many benefits including mental flexibility, improved decision-making, strengthened literacy, and increased social adaptability. Multilingual students typically have access to perspectives from different cultures and benefit from the sharing of diverse customs.

Families whose native language is different from the primary language taught in schools share an important bond that is based on heritage and tradition. We thank our families that continue to support the use of first languages within the family.

The Miller Creek School District recognizes the tremendous value multilingual students add to our learning communities now and will add to our society as they grow. The multitude of benefits of bilingualism hold open the doors of opportunity for our children. We celebrate multilingualism!

El distrito escolar de Miller Creek celebra el multilingüismo.

Los niños pequeños que están expuestos a varios idiomas experimentan muchos beneficios, incluida la flexibilidad mental, una mejor toma de decisiones, una mayor alfabetización y una mayor adaptabilidad social. Los estudiantes multilingües suelen tener acceso a perspectivas de diferentes culturas y se benefician del intercambio de diversas costumbres.

Las familias cuya lengua materna es diferente de la lengua materna que se enseña en las escuelas comparten un vínculo importante que se basa en la herencia y la tradición. Agradecemos a nuestras familias que continúan apoyando el uso de los primeros idiomas dentro de la familia.

El Distrito Escolar de Miller Creek reconoce el tremendo valor que los estudiantes multilingües agregan a nuestras comunidades de aprendizaje ahora y lo agregaron a nuestra sociedad a medida que crezcan. La multitud de beneficios del bilingüismo abren las puertas de oportunidades para nuestros niños. ¡Celebramos el multilingüismo!

Initial Identification and Assessment

The Miller Creek School District uses a standardized procedure to determine a student's primary language for all students kindergarten through 8th grade. This procedure begins with a **home language survey** (HLS), which is completed by the parents or guardians at the time the student is first enrolled.

Name of Student:			
	(Surname / Family Name)	(First Given Name)	(Second Given Name)
Date of Birth:	Site:		Enrollment Grade:

Directions to Parents and Guardians:

The California *Education Code* contains legal requirements which direct schools to assess the English language proficiency of students. The process begins with determining the language(s) spoken in the home of each student. The responses to the home language survey will assist in determining if a student's proficiency in English should be tested. This information is essential in order for the school to provide adequate instructional programs and services.

As parents or guardians, your cooperation is requested in complying with these requirements. Please respond to each of the four questions listed below as accurately as possible. For each question, write the name(s) of the language(s) that apply in the space provided. Please do not leave any question unanswered. If an error is made completing this home language survey, you may request correction before your student's English proficiency is assessed.

1. Which language did your child learn when he/she first began to talk?	
---	--

- 2. Which language does your child most frequently speak at home?
- 3. Which language do you (the parents or guardians) most frequently use when speaking with your child?
- 4. Which language is most often spoken by adults in the home? (parents, guardians, grandparents, or any other adults)

Please sign and date this form in the spaces provided below, then return this form to your child's teacher. Thank you for your cooperation.

Signature of Parent or Guardian

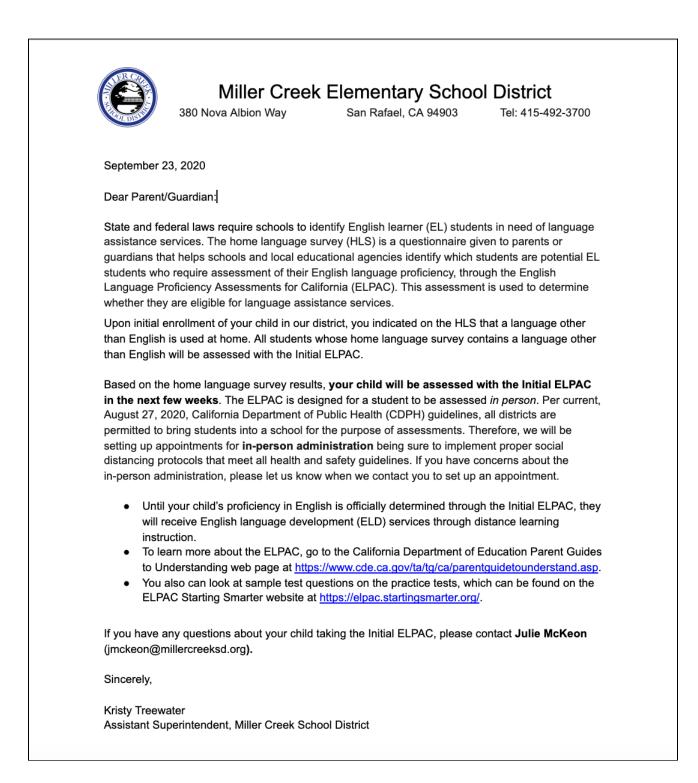
Date

California Department of Education Form HLS, Revised December 2019

State and federal law require administration of an English language proficiency exam for all students kindergarten - 8th grade who identify a language other than English as the child's first language or the language most frequently spoken at home. The California Department of Education uses the English Language Proficiency Assessments in California (ELPAC) for this purpose. The ELPAC consists of two separate assessments: one for the initial identification of students as English learners, and a second for the annual summative assessment to measure a student's progress in learning English and to identify the student's level of ELP.

Parent notification and administration of the initial ELPAC must take place no later than 30 calendar days after the beginning of the school term or for students who enroll mid-term, within two weeks of being placed in a program.

Parent Notification of Assessments





Miller Creek Elementary School District

380 Nova Albion Way

San Rafael, CA 94903

Tel: 415-492-3700

23 de Septiembre de 2020

Estimado Padre / Guardián:

Las leyes estatales y federales requieren que las escuelas identifiquen a los estudiantes aprendices de inglés (EL) que necesitan servicios de asistencia con el idioma. La encuesta del idioma del hogar (HLS) es un cuestionario que se les da a los padres o tutores que ayuda a las escuelas y agencias educativas locales a identificar qué estudiantes son estudiantes EL potenciales que requieren una evaluación de su dominio del idioma inglés, a través de las Evaluaciones de dominio del idioma inglés para California (ELPAC). Esta evaluación se utiliza para determinar si son elegibles para los servicios de asistencia lingüística.

Tras la inscripción inicial de su hijo en nuestro distrito, indicó en la HLS que se usa un idioma que no es el inglés en casa. Todos los estudiantes cuya encuesta de idioma del hogar contenga un idioma que no sea inglés serán evaluados con el ELPAC inicial.

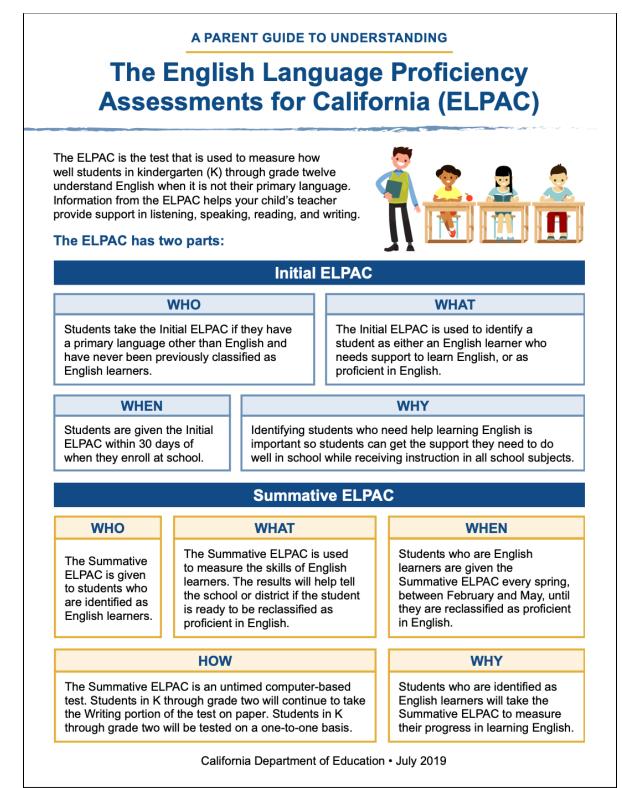
Según los resultados de la encuesta del idioma del hogar, **su hijo será evaluado con el ELPAC inicial en las próximas semanas**. El ELPAC está diseñado para que un estudiante sea evaluado *en persona*. De acuerdo con las pautas actuales del 27 de agosto de 2020 del Departamento de Salud Pública de California (CDPH), todos los distritos pueden traer estudiantes a una escuela para realizar evaluaciones. Por lo tanto, estableceremos citas para la administración **en persona** asegurándonos de implementar protocolos de distanciamiento social adecuados que cumplan con todos los requisitos de salud y seguridad. Si tiene inquietudes sobre la administración en persona, avísenos cuando nos comuniquemos con usted para programar una cita.

- Hasta que se determine oficialmente el dominio del inglés de su hijo a través del ELPAC inicial, recibirá servicios de desarrollo del idioma inglés (ELD) a través de la instrucción a distancia.
- Para obtener más información sobre ELPAC, vaya a la página web Guías para padres para comprender el contenido del Departamento de Educación de California en <u>https://www.cde.ca.gov/ta/tg/ca/parentguidetounderstand.asp</u>.
- También puede ver ejemplos de preguntas del examen en los exámenes de práctica, que se pueden encontrar en el sitio web de ELPAC Starting Smarter en <u>https://elpac.startingsmarter.org/</u>.

Si tiene alguna pregunta acerca de que su hijo tome el ELPAC inicial, comuníquese con **Julie McKeon** (jmckeon@millercreeksd.org).

Sinceramente,

Kristy Treewater Asistente de Superintendente, Distrito Escolar de Miller Creek Initial and Annual Assessment on English Language Proficiency Assessments for California



A Parent Guide to Understanding the ELPAC (continued)

The ELPAC tests four different areas:



Do students with disabilities take the ELPAC?

Yes, the ELPAC has been designed so students, including those with special needs, can participate in the test and show what they know and can do. As a result, the test includes accessibility resources that address visual, auditory, and physical access barriers—allowing virtually all students to demonstrate what they know and can do.

How Can I Help My Child Get Ready for the ELPAC?

You are an important part of your child's education. Some things you can do to help your child are:

- Read to your child, or have your child read to you, on a regular basis.
- Use pictures and ask your child to tell you what they see in the picture or what is happening in the picture.
- Provide your child with opportunities to use language outside of school.
- Talk with your child's teacher about your child's listening, speaking, reading, and writing skills to help support your child's progress.



The ELPAC is aligned with the California English Language Development Standards. These standards can be found at https://www.cde.ca.gov/sp/el/er/documents/eldstndspublication14.pdf.

Sample questions, as well as links to practice tests and resources, are available on the Starting Smarter web page at https://elpac.startingsmarter.org.

Additional Information

More information about the ELPAC can be found on the California Department of Education ELPAC web page at http://www.cde.ca.gov/ta/tg/ep/.

For more information about your child's scores, contact your child's teacher or the school office.



California Department of Education • July 2019

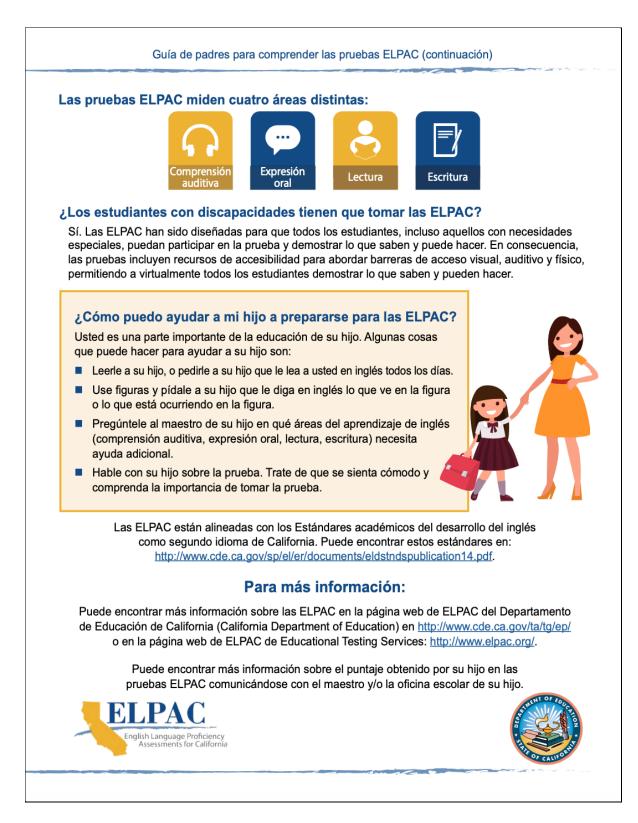
GUÍA DE PADRES PARA COMPRENDER LAS Pruebas de Suficiencia en el Idioma Inglés de California (ELPAC)

Las Pruebas de Suficiencia en el Idioma Inglés de California (English Language Proficiency Assessments for California, ELPAC) se usan para medir qué tan bien comprenden inglés los estudiantes de jardín de niños al 12º grado cuando su lengua materna no es el inglés. Las pruebas ELPAC reemplazan las Pruebas para Medir el Desarrollo del Inglés en California (California English Language Development Test o CELDT). La información de las ELPAC ayudará al maestro de su hijo a determinar en qué áreas le tiene que proporcionar apoyo.



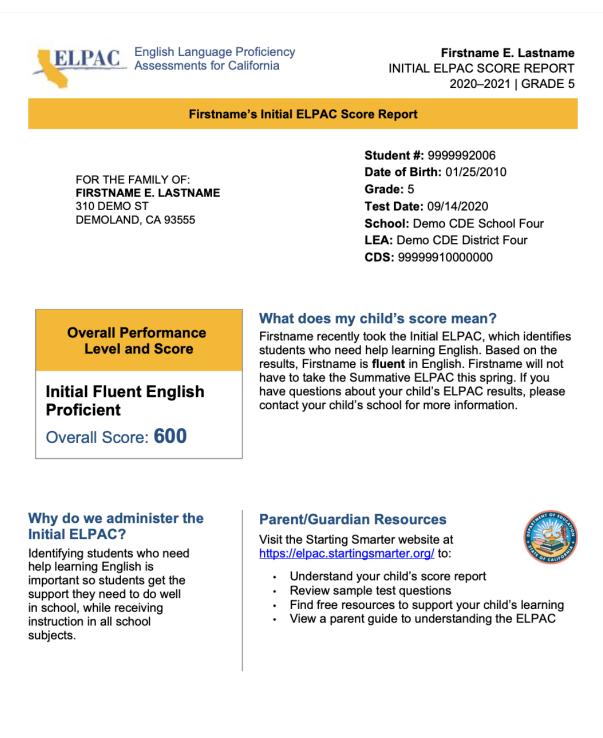
Las ELPAC tienen dos partes:

	Evaluación inicial	Evaluación sumativa		
	Los estudiantes tomarán la Evaluación inicial (Initial Assessment) si:	La Evaluación sumativa (Summative Assessment) se administra a estudiantes		
Quién	la lengua materna del estudiante no es el inglés			
	 el estudiante no ha tomado las pruebas de CELDT o ELPAC anteriormente; y 	aprendiendo inglés como segundo idioma en la Evaluación inicial.		
	el estudiante no ha sido clasificado como aprendiendo inglés anteriormente.			
Qué	La Evaluación inicial se usa para identificar a un estudiante ya sea como aprendiendo inglés como segundo idioma —o sea que necesita apoyo para aprender inglés— o proficiente en inglés.	La Evaluación sumativa se usa para medir las destrezas de los estudiantes aprendieno inglés como segundo idioma. Los resultado serán utilizados por la escuela o el distrito para saber si se puede reclasificar al estudiante como proficiente en inglés.		
Cuándo	Los estudiantes tomarán la Evaluación inicial en un plazo de 30 días de haberse inscrito en la escuela.	Los estudiantes clasificados como estudiantes aprendiendo inglés como segundo idioma tomarán la Evaluación sumativa todas las primaveras, entre febrer y mayo, hasta que se los reclasifique como proficientes en inglés.		
Por qué	estudios completo. Los estudiantes que están aprendiendo inglés como segundo idioma			



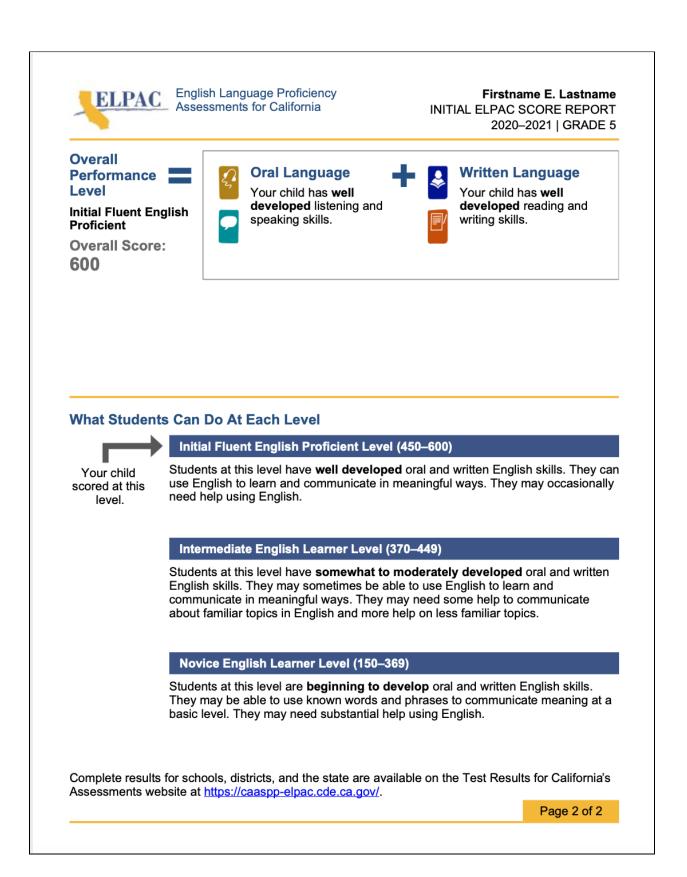
The <u>Starting Smarter website</u> (available in English & Spanish) helps parents understand student scores and reports, view sample test questions, and provide additional free resources to support their child's learning.

Sample Score Report - Initial ELPAC



More information on Firstname's score is provided on page 2.

Page 1 of 2





English Language Proficiency Assessments for California Firstname E. Lastname INFORME DE PUNTAJE DEL ESTUDIANTE 2020–2021 | GRADO 5

Informe de puntaje del estudiante en la Evaluación Inicial de Suficiencia del Idioma Inglés de California de Firstname

PARA LA FAMILIA DE: FIRSTNAME E. LASTNAME 310 DEMO ST DEMOLAND, CA 93555 Estudiante #: 9999992006 Fecha de nacimiento: 01/25/2010 Grado: 5 Fecha de la prueba: 09/14/2020 Escuela: Demo CDE School Four LEA: Demo CDE District Four CDS: 99999910000000

Nivel global de rendimiento y puntaje

Inicialmente designado con dominio de inglés

Puntuación global: 600

¿Qué significa el puntaje de mi estudiante?

Recientemente, Firstname realizó la prueba ELPAC inicial que identifica a los estudiantes que necesitan ayuda para aprender inglés. Los resultados de Firstname revelan que tiene **fluidez** en inglés. Firstname no tendrá que realizar las pruebas ELPAC sumativas esta primavera. Si tienes alguna pregunta sobre los resultados de tu estudiante en la prueba ELPAC o requieres de mayor información, por favor dirígete a la escuela de tu estudiante.

¿Por qué administramos la prueba ELPAC inicial?

Identificar a los estudiantes que necesitan ayuda para aprender inglés es clave para permitir que reciban el apoyo necesario para tener un buen rendimiento mientras reciben instrucción en todas las asignaturas escolares.

Recursos para padres y tutores

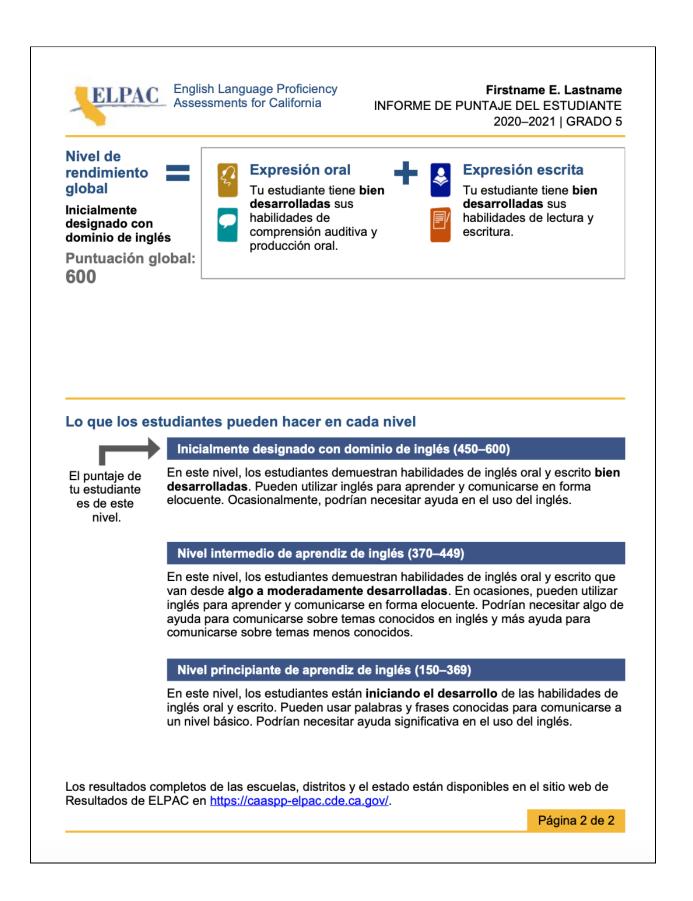
Visita el sitio web Starting Smarter en <u>https://elpac.startingsmarter.org/</u> para:



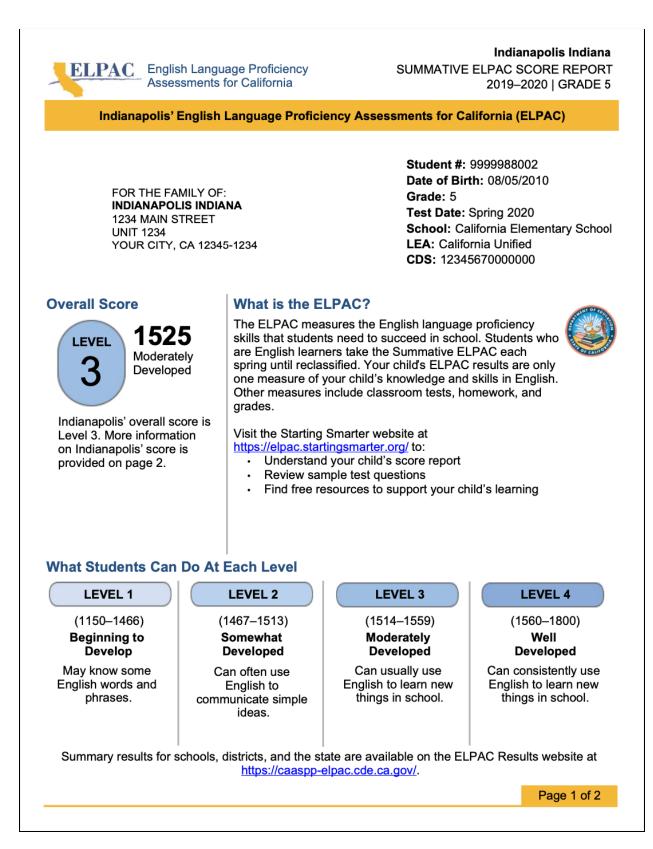
- Comprender el informe de puntaje de tu estudiante
- Revisar preguntas de exámenes de muestra
- Encontrar recursos gratuitos para apoyar el proceso de aprendizaje de tu estudiante
- Ver una guía para padres diseñada para entender la prueba ELPAC

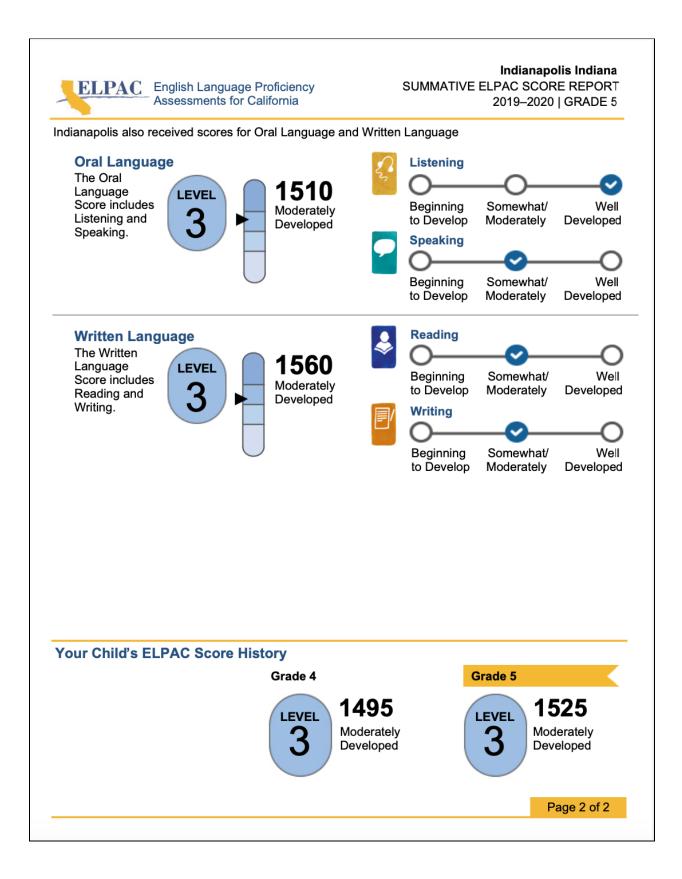
En la página 2 se suministra más información sobre el puntaje de Firstname.

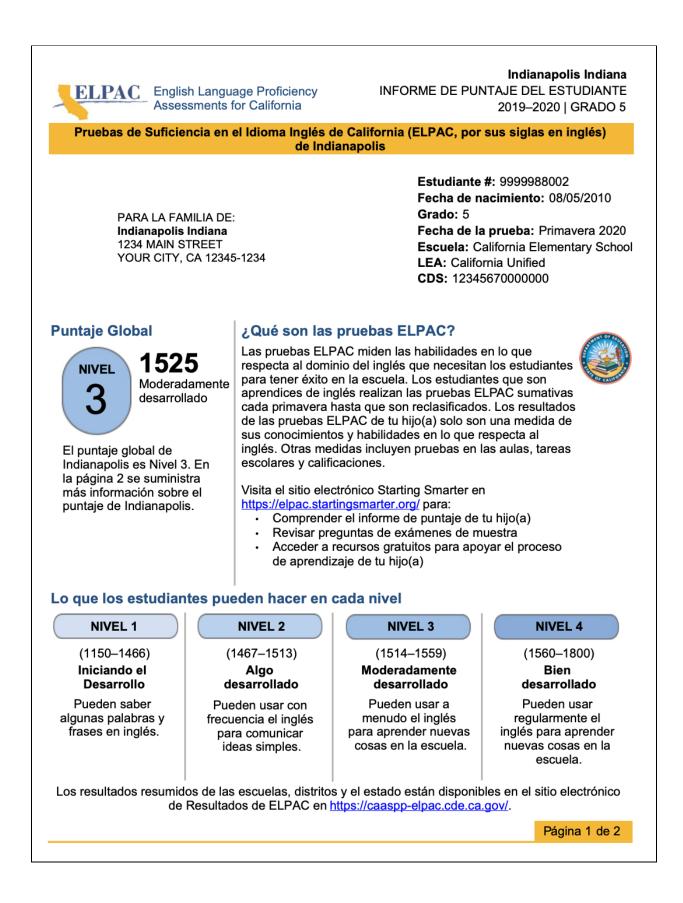
Página 1 de 2

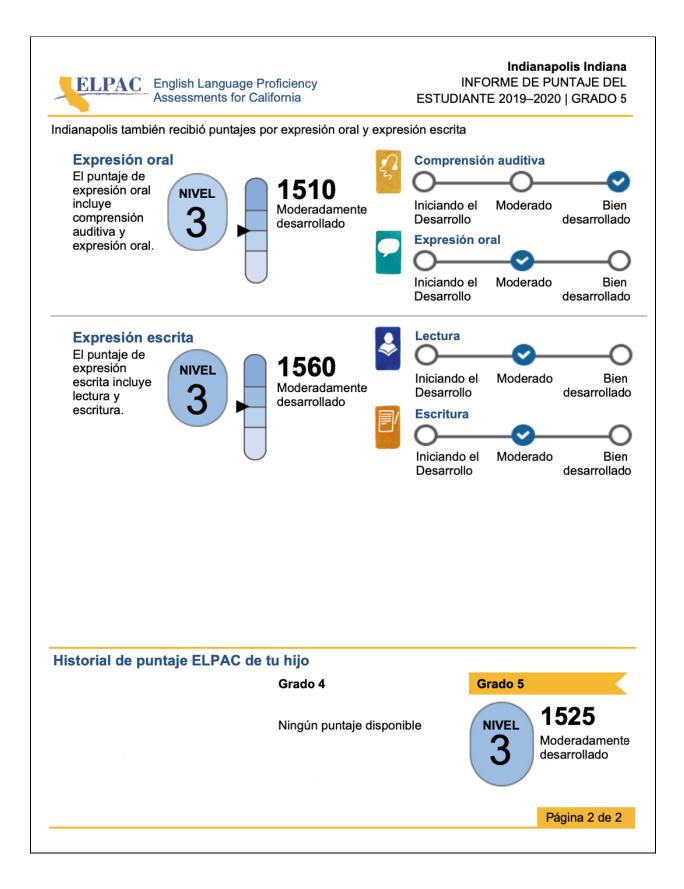


Sample Score Report - Summative ELPAC









Reclassification

Reclassification is the process whereby a student is reclassified from English learner status to fluent English proficient (RFEP) status. Local educational agencies (LEAs) determine when the student has met the four criteria listed in *Education Code* (*EC*) <u>Section 313 (f)</u>, in accordance with the California Department of Education (CDE).

English Lang	juage Learn	ner Reclassifi	cation Form	
Name:		DOB:		
School:	Gra	de:	Teacher:	
		ation Criteria		
1. Summative ELPAC (Overall Performance Le	vel 4)	Score: Date:		
2. Teacher Evaluation Student Oral Language (Matrix (SOLOM)	Observation	Score:/25		
3. Parental Opinion and Consultation		Parent shares opinion regarding their child's readiness to be reclassified.		
 4. Assessment of Basic Ski Grades 1-3: literacy/read assessments Grades 4-8: nearly met, exceeded on SBAC ELA 	ling local met, or	Assessment: Score: Date:		
Based on the above data, we reco anguage Learner to a Fluent Eng rogress of your child for the next :	lish Proficient			
Parent Acknowledgement: Parent and teacher discusse ecommendation for reclassificatio		ints listed abov	e and <u>agree</u> upon the	
Parent/Guardian Signature		Date		

Instructional Program

English learners at all English proficiency levels and at all ages require both Integrated ELD and specialized attention to their particular language learning needs, or Designated ELD.

Designated ELD is defined as instruction provided during a time during the regular school day for focused instruction on the state-adopted ELD standards to assist English learners to develop critical English language skills necessary for academic content learning in English.

Integrated ELD is defined as instruction in which the state-adopted ELD standards are used in tandem with the state-adopted academic content standards. Integrated ELD includes specifically designed academic instruction in English.

Any language acquisition program provided by a local educational agency (LEA) shall be designed using evidenced-based research and include both Designated and Integrated ELD.

Designated and Integrated ELD instruction is a component of Tier I instruction for all English learners under the Multi-Tiered System of Supports.

Recommendation 1	 Teach a set of academic vocabulary words intensively across several days using a variety of instructional activities. Choose a brief, engaging piece of informational text that includes academic vocabulary as a platform for intensive academic vocabulary instruction. Choose a small set of academic vocabulary for in-depth instruction. Teach academic vocabulary in depth using multiple modalities (writing, speaking, listening). Teach word-learning strategies to help students independently figure out the meaning of words.
Recommendation 2	 Integrate oral and written English language instruction into content-area teaching. Strategically use instructional tools—such as short videos, visuals, and graphic organizers—to anchor instruction and help students make sense of content. Explicitly teach the content-specific academic vocabulary, as well as the general academic vocabulary that supports it, during content-area instruction. Provide daily opportunities for students to talk about content in pairs or

Effective Instructional Approaches | Researched Based Strategies

	 small groups. Provide writing opportunities to extend student learning and understanding of the content material.
Recommendation 3	 Provide regular, structured opportunities to develop written language skills. Provide writing assignments that are anchored in content and focused on developing academic language as well as writing skills. For all writing assignments, provide language-based supports to facilitate students' entry into, and continued development of, writing. Use small groups or pairs to provide opportunities for students to work and talk together on varied aspects of writing. Assess students' writing periodically to identify instructional needs and provide positive, constructive feedback in response.
Recommendation 4	 Provide small-group instructional intervention to students struggling in areas of literacy and English language development. Use available assessment information to identify students who demonstrate persistent struggles with aspects of language and literacy development. Design the content of small-group instruction to target students' identified needs. Provide additional instruction in small groups consisting of three to five students to students struggle with language and literacy. For students who struggle with basic foundational reading skills, spend time not only on these skills but also on vocabulary development and listening and reading comprehension strategies. Provide scaffolded instruction that includes frequent opportunities for students to practice and review newly learned skills and concepts in various contexts over several lessons to ensure retention.

What Works Clearinghouse, 2014

Current Practices

When designing integrated ELD, the Miller Creek School District utilizes Guided Language Acquisition Design (GLAD) as an instructional model. Teachers deliver academic content and language while using an integrated, balanced literacy approach. Examples of GLAD methodologies include cognitive content dictionaries, exploration reports, observation charts, inquiry charts, and pictorial input charts.

For designated ELD at the K-5 level, the Miller Creek School District utilizes Leveled Literacy Intervention (LLI) which is an intervention that provides daily, intensive, small-group instruction. LLI advances literacy by deepening and expanding comprehension with close reading, increases reading volume with just right texts, and uses texts that expand vocabulary. LLI uses texts that are mostly nonfiction, high-interest, and include a variety of genres and text features. Miller Creek Middle School offers a designated ELD period for students that score novice on the Initial ELPAC or 1 / 2 on the Summative ELPAC as well as Lexia Power Up, an computer based, adaptive program.

EL Assessment

In addition to the ELPAC, the Miller Creek School District uses local assessments to monitor a student's progress with language development.

Imagine Language & Literacy Mid Year Benchmark Assessment

90 days after the student has completed the initial placement test, the Mid Year Benchmark assessment will show up in the student's pathway. This benchmark assessment takes a moment to check-in on how much the student has retained with the skills they have been working on.

Students in grades 2 and higher will also take a reading level assessment that will follow the Mid Year benchmark assessment if the student is eligible (student is in Grade 2 or higher AND Working in Grade 2 or higher content in the program). The reading test measures student fluency over time by giving students a lexile score. Teachers can then see into which Common Core grade level lexile reading band the student falls and measure growth over time.

In kindergarten through grade 2, all students are administered the Fountas and Pinnell Benchmark Reading Assessment. The assessment determines the independent and instructional reading levels through the observation of reading behaviors and measuring comprehension.

Students in grades 3 through 5 whose reading levels are developing below grade level, continue to receive the F&P assessment as a diagnostic measure.

Students in grades 3 through 8 take the STAR reading assessment. A literal comprehension assessment that can monitor progress over time.

Parent Involvement: SELAC & DELAC

Each California public school with 21 or more English learners must form a **Site English** Learner Advisory Committee (SELAC).

Responsibilities of the SELCA shall include the following:

• Advising the principal and staff in the development of a site plan for English learners and submitting the plan to the School Site Council for consideration of inclusion in the School Plan for Student Achievement.

- Assisting in the development of the schoolwide needs assessment.
- Ways to make parents aware of the importance of regular school attendance.
- Each SELAC shall have the opportunity to elect at least one member to the District English Learner Advisory Committee (DELAC).

Parents or guardians of English learners shall constitute at least the same percentage of the SELAC membership as their children represent of the student body.

The parents or guardians of English learners shall elect the parent members of SELAC. Parents or guardians of English learners shall be provided the opportunity to vote in the election.

Each California public school district with 51 or more English learners must form a **District English Learner Advisory Committee (DELAC)** unless the district designates for this purpose a subcommittee of an existing districtwide advisory committee.

The DELAC shall advise the school district governing board on at least the following tasks:

- Development of a district master plan for education programs and services for English learners. The district master plan will take into consideration the school site master plans.
- 2. Conducting a district wide needs assessment on a school-by-school basis.
- 3. Establishment of district programs, goals, and objectives for programs and services for English learners.
- 4. Development of a plan to ensure compliance with any applicable teacher and/or teacher aide requirements.
- 5. Review and comment on the school district reclassification procedures.
- 6. Review and comment on the written notifications required to be sent to parents and guardians.

Parents or guardians of English learners shall constitute the majority membership (51 percent or more) of the committee.

Each school's English Learner Advisory Committee (ELAC) shall have the opportunity to elect at least one of its members to be a site representative DELAC member. If the district has 31 or more ELACs, it may use a system of proportional or regional representation.

Funding

The purpose of the **Title III** Language Instruction for English learners and Immigrant Students program is to ensure that all English learners attain English language proficiency (ELP), develop high levels of academic attainment in English, and meet the same challenging state academic standards as all other students.

Funds must be used for the following **supplemental services** as part of the language instruction program for English learners and immigrant children and youth:

- Developing and implementing new language instruction educational programs, and academic content instructional programs
- Highly focused, innovative, locally designed activities to expand or enhance existing language instruction educational programs
- Implementing schoolwide programs for restructuring, reforming, and upgrading language instruction educational programs and academic content instruction

Percentage of EL Students						
	Total Students Fall 2019-2020	EL Students Fall 2019-2020	Percentage of EL Students Fall 2019-2020	Total Students Fall 2020-2021	EL Students Fall 2020-2021	Percentage of EL Students Fall 2020-2021
Lucas Valley	391	20	5.1%	336	15	4.5%
Mary E. Silveira	437	88	20.1%	418	94	22.5%
Vallecito	498	64	12.9%	408	63	15.4%
Miller Creek	693	27	3.8%	691	24	3.5%
OVERALL	2,018	199	9.9%	1,853	196	10.6%

District Data of Students Served