

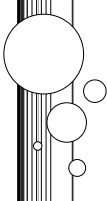
Bilingual/ ESOL Department &
Charter Schools Management/Support Department

New Principals Meeting

<http://www.quia.com/pages/browarddesoltraining/page20>

July 30, 2014



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AGENDA

- Compliance with State and District Requirements
- Ready to Open Procedures
 - Required Materials (IPT)
 - ELLSEP Folders/Elevation
 - Upcoming meetings
 - ESOL Terminology
- Resources Available

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REQUIREMENTS

- Per Florida's authority for the implementation of the Consent Decree found in Section 1003.56, F.S, English Language Instruction for Limited English Proficient Students and Rules 6A-6.0900 to 6A-6.0909, F.A.C., Programs for Limited English Proficient Students.
- Per the FL State approved District ELL Plan
- Per your Charter contract with the sponsor

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SIX MAIN AREAS OF THE META CONSENT DECREE

1. Identification and assessment
2. Equal access to appropriate programming
3. Equal access to appropriate categorical and other programming for ELLs
4. Personnel
5. Monitoring
6. Outcome Measures

Source: www.fldoe.org/aala/rules.asp

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District ELL Plan Sections:

- Section 1 - Identification
- Section 2 - English Language Proficiency Annual Assessment(*Placement*)
- Section 3 - Programmatic Assessment
- Section 4 - Comprehensive Program Requirements and Student Instruction
- Section 5 - Statewide Assessment
- Section 6 - English Language Proficiency Assessment(*Exit*)
- Section 7 - Monitoring Procedures
- Section 8 - Parent/Guardian/Student Notification and Rights
- Section 9 - The Parent Leadership Council
- Section 10 - Personnel Training
- Section 11 - Extension of Services

www.esol.browardschools.com

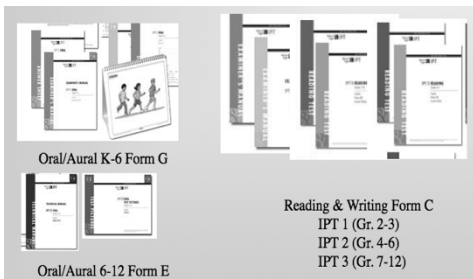
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READY TO OPEN

- o Identify an ESOL Contact and submit their name to jackie.alvarez@browardschools.com in the ESOL Department.
- o Purchase required IPT Assessments
- o Submit a request for ELLSEP Folders to esolrequests@browardschools.com.
- o Participate in District trainings and meetings for ESOL.

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REQUIRED MATERIALS



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ROLE OF THE ESOL CONTACT

- Attend all ESOL Curriculum Contact meetings.
- Disseminate information and correspondence received from the ESOL Department regarding ESOL Program Curriculum and Compliance
- Coordinate and convene the ELL Committee as needed and send notification inviting parents and other appropriate personnel

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ROLE OF THE ESOL CONTACT

- Complete, maintain and update ELLSEP folders with all the appropriate supporting documentation.
- Collaborate with the Information Management Technician (IMT) to ensure correlation between ELLSEP folder and TERMS.
- Follow federal, state and School Board policies and regulations regarding ELLs and the ESOL Program.

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ESOL CONTACT MEETINGS

- o The ESOL Department will offer various meetings and professional development opportunities throughout the year. **Attendance is crucial!**
- o Participants **must** sign in with their name, school name as well as **location number** to ensure accurate record keeping.

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SAVE THE DATE

Opening of the Year ESOL Contact Meeting

Face-to-Face (required meeting)

Wednesday, August 13, 2014
8:00 a.m. – 11:00 a.m. **or** 12:00 p.m. - 3:00 p.m.
Ana G. Mendez University System
3520 Enterprise Way, Miramar, FL 33025

Adobe Connect (alternate meeting)

Thursday, August 14, 2014
10:00 a.m. **or** 3:00 p.m.
Session links will be sent via email

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SAVE THE DATE

ESOL Contact Professional Development

*New ESOL Contacts are required to complete both sessions.
Additional sessions will be scheduled throughout the year as needed.*

IDEA Proficiency Test (IPT)	Curriculum & Compliance
(New) August 4th & 5th PD Full More dates will be advertised soon!!! 8:30 a.m. – 11:30 a.m. Talent Development Trailer #4 3531 Davie Road, Davie, FL 33314 Wednesday, August 13, 2014 8:00 a.m. – 11:00 a.m. or 12:00 p.m. - 3:00 p.m. Ana G. Mendez University System 3520 Enterprise Way, Miramar, FL 33025 Participants can attend the ESOL Contact Meeting in the morning and IPT Training in the afternoon, or vice versa.	(New) 8:30 a.m. – 3:30 p.m. Talent Development Trailer #4 3531 Davie Road, Davie, FL 33314

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All things ESOL available through the District's website

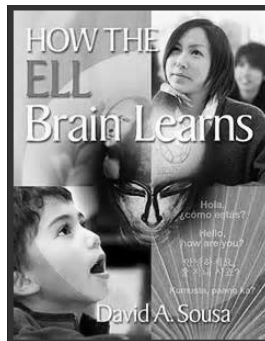


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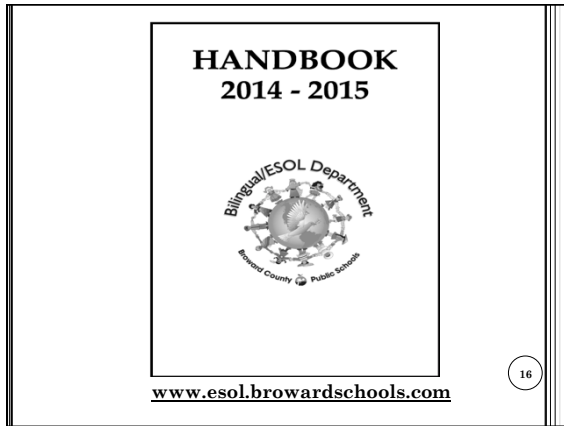
ESOL PARENT WEBSITE



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THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA
ESOL DEPARTMENT
ENGLISH LANGUAGE LEARNER STUDENT EDUCATION PLAN (ELLSEP)

Name _____ (Last) _____ (First) _____ (Middle)	School _____	Year _____	Grade _____
Date of Birth _____	Place of Birth _____	Date _____	Grade _____
Student Language _____	Parent/Guardian Language _____	Date _____	Grade _____
Home Language Survey Date "HSEFETL" _____	ESOL Program Entry Date "ENTRY K-12" _____	Date _____	Grade _____
Date of Entry into U.S. School "DEURS" _____	ESOL Program Entry Date "ENTRY K-12" _____	Date _____	Grade _____

Initial ELLSEP ☐ Replacement ELLSEP ☐ Date _____ Signature _____ Date _____ Signature _____

Initial Placement Information

Listening/Speaking Language Assessment (K-12) _____
Assessment Date "CLASL" _____
Date _____ From _____ to _____ or Status Unchanged _____ Grade _____ School _____

Reading/Writing Language Assessment (PES Grades 3-12) _____
Assessment Date "CLASL" _____
Date _____ From _____ to _____ or Status Unchanged _____ Grade _____ School _____

ESOL Program Entry Date "ENTRY K-12" _____
ESOL Program Entry Date "ENTRY K-12" _____

INSTRUCTIONAL PROGRAM RECOMMENDATIONS

1. Standardized Instructional Bell contained classes in language Arts (Students receive Language Arts instruction with ELLs only)
2. Standardized Instructional Bell contained classes Basic Subject Areas (Students receive math, science, social studies, and/or computer literacy instruction with ELLs only)
3. Basic Instructional Bell contained Language Arts (Students receive Language Arts instruction with ELLs and non-ELLs using ESOL strategies)
4. Basic Instructional Bell contained Basic Subject Areas (Students receive math, science, social studies, and/or computer literacy instruction with ELLs and non-ELLs using strategies)

GRADE	GRADE	GRADE	GRADE	GRADE	GRADE
Options: 1 2 3 4	Options: 1 2 3 4	Options: 1 2 3 4	Options: 1 2 3 4	Options: 1 2 3 4	Options: 1 2 3 4
"PLAN" Date _____	"PLAN" Date _____	"PLAN" Date _____	"PLAN" Date _____	"PLAN" Date _____	"PLAN" Date _____
ESOL Content Signature _____	ESOL Content Signature _____	ESOL Content Signature _____	ESOL Content Signature _____	ESOL Content Signature _____	ESOL Content Signature _____

CURRENT STUDENT SCHEDULE WITHIN STATE AND SIGNATURE MUST BE FILED IN ELLSEP.
LARRY TEAL AND JENNIFER ANDERSON-CHAMBERS

esolrequests@browardschools.com

ELLSEP Folder Document Checklist

New ELLSEP Folder	Existing ELLSEP Folder
For students who are new to the ESOL program, the following documents must be included when creating the ELLSEP Folder:	For students who are continuing in the ESOL program, in the same school or transferring from another, the following documents must be included EACH YEAR.
☐ Home Language Survey	☐ Home Language Survey (original)
☐ Initial Oral Language Classification Assessment Form (Appendix F)	☐ Initial Oral Language Classification Assessment Form (Appendix F) (original)
☐ IPT Protocol Booklet	☐ IPT Protocol Booklet(s)
☐ K-TEA if applicable (Gr. 3-12)	☐ K-TEA if applicable (Gr. 3-12)
☐ Parent Notification of Student Placement (Appendix H)*	☐ Parent Notification of Continuation of Services in the ESOL Program (Appendix H)*
☐ A10 Panel (Signed and Dated)	☐ A10 Panel (Signed and Dated)
☐ Accommodations Checklist (Appendix G)	☐ Accommodations Checklist(s) (Appendix G)
☐ Flexible Setting Accommodation Letter when applicable (Appendix P)*	☐ Flexible Setting Accommodation Letter(s) if applicable (Appendix P)*
	☐ ELL Committee Invitation Letter(s) (Appendix M)*
	☐ CELLA Score Report(s)

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ELLSEP Folder Documentation

SECTION A

Part 1 - General Information:

- ◆ Home Language Survey Date *(REFDTE) is the date a parent completes the registration form. This date is entered on TERMS on the A03 panel (date automatically defaults to the A23 panel).
- ◆ Date of Entry into U.S. School *(DEUSS) is the date that is necessary to calculate whether a student has attended a U.S. school for 3 full academic years. **Note:** remember that immigrant students may or may not be classified as ELLs.

Part 2 - Initial ELLSEP Folder:

- ◆ Complete the folder, sign and date, and ask the parent for their signature.
- ◆ If this is a replacement folder, complete and check off replacement ELLSEP. Complete the remaining sections of the folder with the information available on TERMS. Print the panels from TERMS and file in the folder.

Part 3 - Initial Placement Information:

- ◆ Initial Placement Information is completed based on initial testing results.
- ◆ ESOL Program Entry Date *(ENTRY) should reflect the date the student begins receiving ESOL instructional services.
- ◆ Language Classification: *(CLASS) Initial Language Classification is a district language proficiency indicator that the student receives upon initial assessment. This information is entered on TERMS on the A03 panel and will automatically default to the A23 panel.
- ◆ Assessment (IPT) must be updated and documented at least once each year.
- ◆ Update PLAN date to indicate most current language assessment.

Part 4 - Instructional Program Recommendations:

This section must be completed at the beginning of the school year.

- ◆ Identify the Instructional Program Model (see options 1, 2, 3 & 4)* for all active ELLs (LYs).
- ◆ Document the Instructional Program Model appropriate for the student for each school year. This needs to be updated if the Instructional Program Model changes during the school year. (e.g. If the student is changed from a sheltered class to a mainstream class).
- ◆ Print each student's schedule and file in the ELLSEP folder. The schedule requires a signature and a date (mm/dd/yy).
- ◆ Update the PLAN date to indicate most current student schedule.

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Alphabet Soup

LEP	ESOL	CELLA
CALP	BICS	IPT
FLSS	LY	ELL
LF	ZZ	META
K-TEA	ESOL Matrix	ELLSEP
NES	LES	FES

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ESOL SUPPORT

Charter School Management/Support
 Celina Chavez, ESOL Educational Specialist
Celina.chavez@browardschools.com
 754-321-2135

Bilingual/ESOL Department
 Vicky Saldala, Director
 Leyda Sotolongo, Title III Coordinator
 Samantha Uribe, ESOL Education Specialist
 Melinda Jones, ESOL Education Specialist
 Yvette Fernandez, Parent Outreach Specialist
 754-321-2590

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