

Adopted: 9.21.16

Revised: _____

NMFA POLICY No. 5.9.2
ENGLISH LEARNING PROGRAM

I. PURPOSE

The purpose of this policy is to promote quality instruction for English learning (EL) students and to ensure compliance with laws requiring EL programming.

II. POLICY STATEMENT

The Board of North Metro Flex Academy (NMFA) is committed to providing an English Learning Program utilizing quality instruction that helps English learners achieve English language proficiency and academic success. Using the Minnesota English Language Proficiency Standards (WIDA) as a guide, NMFA's program targets reading, writing, listening, and speaking skills in both social and academic contexts. It also provides students with the language skills needed to meet the Minnesota (WIDA) Content Standards in the areas of math, language arts, science, and social studies. By the time students exit the English Language Learning Program, they will have the language tools needed to achieve success in the mainstream classroom.

III. PROGRAM ENTRANCE CRITERIA, ELIGIBILITY AND IDENTIFICATION.

A. Program Eligibility. A student's eligibility into the NMFA EL Program will be based on the following;

1. A student is eligible if they identify on the Home Language Questionnaire that their primary language is something other than English, and/or;
2. The student's W-APT scores are less than 5.0 overall

B. Identification. NMFA will use this enrollment application to determine a student's primary language. The enrollment application will contain a Home Language Questionnaire. If it is determined, through the answers given on this questionnaire, that the student has a primary language other than English, the EL teacher, or other identified staff, will take the following steps;

1. EL teacher will offer student the WIDA Placement Test (W-APT).
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2. EL teacher will determine if the student has current W-APT or ACCESS scores. If so, the student can immediately receive services without taking the W-APT.
 3. EL teacher will document W-APT scores in the student management system (genius).
- C. Refusal of service. If the student refuses services, that information is documented in the student management system by the MARSS Coordinator.

IV. PARENT/GUARDIAN NOTIFICATION.

- A. NMFA will notify parents/guardians within 10 days of enrolling a new student into the EL program.
- B. NMFA will also notify parents/guardians annually of students' participation in the EL program within 30 days of the beginning of the school year. Parents/guardians have the right to refuse EL services.

V. SERVICES

All students who are identified as EL will receive service in an instructional program for ELs.

Level 1.0-1.9: Students at level 1.0-1.9 of English language acquisition will receive pullout services. The students will be pulled out of their classroom for 30-45 minutes per day to receive English language instruction in speaking, listening, reading, and writing. A highly qualified teacher will teach the pullout classes. In addition, students at this level will receive sheltered instruction in their mainstream classes. All classroom teachers will receive ongoing training in sheltered instruction from the EL teachers. The EL teachers will collaborate with the mainstream teachers to ensure support for ELs at all levels.

Level 2.0-2.9: Students at level 2.0-2.9 of English language acquisition may receive pullout services (as described above) if it is determined that it would benefit the student based on observations, classroom and EL teacher judgment, and/or parent recommendations. In addition, students at this level will receive sheltered instruction in their mainstream classes. All classroom teachers will receive ongoing training in sheltered instruction from the EL teachers. The EL teachers will collaborate with the mainstream teachers to ensure support for ELs at all levels.

Level 3.0-3.9: Students at level 3.0-3.9 of English language acquisition may receive pullout services (as described above) if it is determined that it would benefit the student based on observations, classroom and EL teacher judgment, and/or parent recommendations. In addition, students at this level will receive sheltered instruction in their mainstream classes. All classroom teachers will receive ongoing training in sheltered instruction from the EL

teachers. The EL teachers will collaborate with the mainstream teachers to ensure support for ELs at all levels. ! Level 4.0-4.9: Students at level 4.0-4.9 will receive sheltered instruction in their mainstream classes. All classroom teachers will receive ongoing training in sheltered instruction from the EL teachers. The EL teachers will collaborate with the mainstream teachers to ensure support for ELs at all levels.

V. ONGOING TESTING AND ASSESSMENT

- A. Testing Procedures. NMFA will collect data annually on the progress of all EL students using the ACCESS test. This data will be used to determine students' placement in the EL program as well as to inform instructional decisions.
- B. Testing Accommodations. NMFA will provide testing accommodations to those students who require them.
- C. Supplementary Programming. NMFA's EL program is designed to supplement, not supplant, the mainstream instructional program.
- D. Reclassification: When a student exits from EL classification, he or she will also be reclassified in MARSS as no longer LEP.

VI. EXIT FROM SERVICES.

Students enrolled in the NMFA EL Program can exit from services:

- A. If they are able to participate in grade level activities with modifications as documented by classroom assessments;
- B. If they are able to perform in the general education program without significant barriers primarily caused by limited English proficiency;
- C. It is agreed upon by the classroom teachers and the EL teacher; and
- D. The student has higher than a 5.0 overall score on the ACCESS test.

VII. PROFESSIONAL DEVELOPMENT OPPORTUNITIES FOR STAFF

- A. NMFA's administration will develop and recommend to the Board professional development opportunities for ESL, bilingual education, mainstream and all staff working with English learners which are coordinated with the School's professional development activities, related to the needs of English learners, and are ongoing.
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- B. Staff. NMFA's EL Coordinator/teacher is licensed by the state of Minnesota in ESL and must participate in ongoing professional development. In addition, the EL teacher will provide teaching staff with training regarding the ELL Program and best practices as needed.

Legal References: Minn. Stat. §124D.10 (Charter Schools)
Minn. Stat. § 124D.59 (Definitions)
Minn. Stat. § 124D.61 (General Requirements for EL Programs)
<http://www.education.state.mn.us/MDE/SchSup/EngLearnSup/EngLearnEdocGuide/index.html>
