

William S. Hart Union HSD

Administrative Regulation

Education for English Learners

AR 6174

Instruction

Definitions

The definitions of the terms used in Education Code 300-340 are as follows: (Education Code 306)

English learner means a student who is enrolled in an elementary or secondary school, and whose difficulties in speaking, reading, writing, or understanding the English language may be sufficient to deny the student the ability to meet state academic standards, the ability to successfully achieve in classrooms where the language of instruction is English, or the opportunity to participate fully in society. An English learner may include a student who was not born in the United States, or whose native language is a language other than English; who comes from an environment where a language other than English has had a significant impact on the individual's level of English language proficiency; or a student who is migratory, whose native language is a language other than English, and who comes from an environment where a language other than English is dominant. (Education Code 306; 20 USC 7801)

Designated English language development means instruction provided during a time set aside in the regular school day for focused instruction on the state-adopted English language development standards to assist English learners to develop critical English language skills necessary for academic content learning in English. (5 CCR 11300)

Integrated English language development means instruction in which the state-adopted English language development standards are used in tandem with the state-adopted academic content standards. Integrated English language development includes specially designed academic instruction in English. (5 CCR 11300)

Native speaker of English means a student who has learned and used English at home from early childhood, and English has been the primary means of concept formation and communication. (Education Code 306)

Identification, Assessment and Placement

Upon enrollment in the district, each student's primary language shall be determined through the use of a home language survey. Within 30 days of their initial enrollment, students who are identified as having a primary language other than English shall be assessed for English proficiency in comprehension, speaking, reading, and writing. (Education Code 52164.1; 5 CCR 11307)

Any student who is identified as having a primary language other than English as determined by the home language survey, and who has not previously been identified as an English learner by a California public school or for whom there is no record of results from an administration of an English language proficiency test, shall be initially assessed for English proficiency using the Initial English Language Proficiency Assessments for California (ELPAC). (Education Code 313, 52164.1; 5 CCR 11518.5)

Each year after a student is identified as an English learner, and until the student is redesignated as English proficient, the summative assessment of the ELPAC shall be administered to the student during a four-month period after January 1 as determined by the California Department of Education. (Education Code 313)

Administration of the ELPAC, including the use of variations and accommodations in test administration when authorized, shall be conducted in accordance with test publisher instructions and 5 CCR 11518.5-11518.35.

***(cf. 6159 - Individualized Education Program)
(cf. 6162.51 - State Academic Achievement Tests)
(cf. 6164.6 - Identification and Education Under Section 504)***

The Superintendent or designee shall notify parents/guardians of their child's results on the ELPAC within 30 calendar days following receipt of the results from the test contractor or, if the results are received from the test contractor after the last day of instruction for the school year, within 15 working days of the start of the next school year. (Education Code 52164.1; 5 CCR 11518.15)

(cf. 5145.6 - Parental Notifications)

The parent/guardian of a student participating in, or identified for participation in, a language instruction program supported by federal Title I or Title III funds shall receive notification of the assessment of the student's English proficiency. Such notice shall be provided not later than 30 calendar days after the beginning of the school year or, if the student is identified for program participation during the school year, within two weeks of the student's placement in the program. The notice shall include all of the following: (Education Code 313.2, 440; 20 USC 6312)

- 1. The reason for the identification of the student as an English learner and the need for placement in a language acquisition program***
- 2. The level of English proficiency, how the level was assessed, and the status of the student's academic achievement***
- 3. A description of the language acquisition program in which the student is, or will be, participating, including a description of all of the following:***

- a. *The methods of instruction used in the program and in other available programs, including how such programs differ in content, instructional goals, and the use of English and a native language in instruction*
 - b. *The manner in which the program will meet the educational strengths and needs of the student*
 - c. *The manner in which the program will help the student develop English proficiency and meet age-appropriate academic standards for grade promotion and graduation*
 - d. *The specific exit requirements for the program, the expected rate of transition from the program into classes not tailored for English learners, and the expected rate of graduation from secondary school if applicable*
 - e. *Where the student has been identified for special education, the manner in which the program meets the requirements of the student's IEP*
4. *As applicable, the identification of a student as a long-term English learner or at risk of becoming a long-term English learner, as defined in Education Code 313.1, and the manner in which the program for English language development instruction will meet the educational strengths and needs of such students and help such students develop English proficiency and meet age-appropriate academic standards*
 5. *Information about the parent/guardian's right to have the student removed from a program upon the parent/guardian's request*
 6. *Information regarding a parent/guardian's option to decline to enroll the student in the program or to choose another program or method of instruction, if available*
 7. *Information designed to assist a parent/guardian in selecting among available programs, if more than one program or method is offered*

Reclassification/Redesignation

The district shall continue to provide additional and appropriate educational services to English learners for the purposes of overcoming language barriers until they: (5 CCR 11302)

1. ***Demonstrate English language proficiency comparable to that of the district's average native English language speakers***
2. ***Recoup any academic deficits which may have been incurred in other areas of the core curriculum as a result of language barriers***

English learners shall be reclassified as fluent English proficient when they are able to comprehend, speak, read, and write English well enough to make academic progress at a level

substantially equivalent to that of students of the same age or grade whose primary language is English and who are in the regular course of study. (Education Code 52164.6)

The procedures used to determine whether an English learner shall be reclassified as fluent English proficient shall include, but not be limited to: (Education Code 313, 52164.6; 5 CCR 11303)

- 1. Assessment of English language proficiency using an objective assessment instrument, including, but not limited to, the ELPAC*
- 2. Participation of the student's classroom teacher and any other certificated staff with direct responsibility for teaching or placement decisions related to the student*
- 3. Parent/guardian involvement, including:*
 - a. Notice to parents/guardians of language reclassification and placement, including a description of the reclassification process and the parent/guardian's opportunity to participate*
 - b. Encouragement of parent/guardian participation in the district's reclassification procedure, including seeking parent/guardian opinion and consultation during the reclassification process*
- 4. Student performance on an objective assessment of basic skills in English that shows whether the student is performing at or near grade level*

The Superintendent or designee shall monitor the progress of reclassified students for at least two years following their reclassification to ensure their correct classification and placement, and to determine whether any additional academic support is needed. (5 CCR 11304)

Advisory Committee

A parent/guardian advisory committee shall be established at the district level when there are more than 50 English learners in the district and at the school level when there are more than 20 English learners at the school. Parents/guardians of English learners shall constitute committee membership in at least the same percentage as English learners represent of the total number of students in the school. (Education Code 52176; 5 CCR 11308)

The district's English language advisory committee shall advise the Governing Board on at least the following tasks: (5 CCR 11308)

- 1. The development of a plan for education programs and services for English learners, taking into consideration the school site plans for English learners*
- 2. The districtwide needs assessment on a school-by-school basis*

3. *Establishment of a district program, goals, and objectives for programs and services for English learners*

4. *Development of a plan to ensure compliance with applicable teacher or aide requirements*

5. *Review of and comment on the district's reclassification procedures*

(cf. 0420 - School Plans/Site Councils)

(cf. 1220 - Citizen Advisory Committees)

(cf. 5020 - Parent Rights and Responsibilities)

(cf. 6020 - Parent Involvement)

In order to assist the advisory committee in carrying out its responsibilities, the Superintendent or designee shall ensure that committee members receive appropriate training and materials. (5 CCR 11308)

LCAP Advisory Committee

When there are at least 15 percent English learners in the district, with at least 50 students who are English learners, a district-level English learner parent advisory committee shall be established to review and comment on the district's local control and accountability plan (LCAP) in accordance with BP 0460 - Local Control and Accountability Plan. The committee shall be composed of a majority of parents/guardians of English learners. (Education Code 52063; 5 CCR 11301, 15495)

(cf. 0460 - Local Control and Accountability Plan)

WILLIAM S. HART UNION HIGH SCHOOL DISTRICT

Date Issued: 08/11/93 Santa Clarita, California

Reissued: 01/31/96

Reissued: 04/28/99

Reissued: