

Adopted: 8-8-17

Revised: _____

**LAFAYETTE CHARTER SCHOOL 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 Lafayette Charter School 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, Lafayette Charter School'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 Lafayette Charter School 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. Lafayette Charter School After a student has been admitted, the school will provide the student with 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).

This policy does not constitute legal advice; any questions regarding this policy should be directed to your attorney.

2. EL teacher will determine if the student has current W-APT or [identify other test if applicable] 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.
- 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. Lafayette Charter School will notify parents/guardians within 10 days of enrolling a new student into the EL program.
- B. Lafayette Charter School 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. SERVICE

- A. Students who are eligible for English Learner program/service are identified as soon as possible. The first step happens when a parent fills out enrollment papers and lists a language other than English on the Home Language Questionnaire. Based on language screener tests, teacher recommendations and parent input about language skills, if the student shows a need to English Learner services, s/he is placed in the EL program. If a student was eligible in the fall of the school year and returns in the spring, a new test would not need to be given. If a student is present during the spring when the WIDA ACCESS 2.0 is given, the score on that test will help determine if a student is eligible to receive EL services during the next school year. However, if a student was not enrolled in your district when the WIDA ACCESS 2.0 was given, a language screener would need to be given in the fall to determine a level of language proficiency.

VI. ONGOING TESTING AND ASSESSMENT

- A. Testing Procedures. Lafayette Charter School will collect data annually on the progress of all EL students using WIDA ACCESS 2.0. This data will be used to determine students' placement in the EL program as well as to inform instructional decisions.
- B. Testing Accommodations. Lafayette Charter School will provide testing accommodations to those students who require them.

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C. **Supplementary Programming.** Lafayette Charter School's EL program is designed to supplement, not supplant, the mainstream instructional program.

D. **Reclassification:** Students will participate in the WIDA ACCESS 2.0 for reclassification.

VI. EXIT FROM SERVICES.

Students enrolled in the Lafayette Charter School 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 WIDA ACCESS 2.0.

VII. PROFESSIONAL DEVELOPMENT OPPORTUNITIES FOR STAFF

A. Lafayette Charter School's administration will develop and recommend to the Board professional development opportunities for ESL, bilingual education, mainstream and all staff working with English learning which are coordinated with the School's professional development activities, related to the needs of English learners, and are ongoing.

B. Staff. Lafayette Charter School'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.

VIII. INFORMATION TO BE PROVIDED TO PARENTS.

A. **Criteria.** Information regarding the school's identification and reclassification criteria for English learners, and program entrance and exit criteria for English learners will be documented by the school and made available to parents and other stakeholders on request.

B. **Written Plan of Services.** A written plan of services that describes programming by English proficiency level will be made available to parents upon request. The plan

must articulate the amount and scope of service offered to English learners through an educational program for such learners.

IX. STUDENTS TO BE INTEGRATED IN REGULAR CLASSROOMS AND ACTIVITIES AS MUCH AS POSSIBLE.

- A. To the extent possible, the school will avoid isolating English learners for a substantial part of the school day.
- B. In predominantly nonverbal subjects, such as art, music and physical education, the school will encourage English learners to participate fully and on an equal basis with their contemporaries in classes provided for these subjects.
- C. To the extent possible, the school will assure that pupils enrolled in a program for English learners have access to an equal and meaningful opportunity to participate fully with other pupils in all extracurricular activities.

Legal References: Minn. Stat. §124E (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>