

St. Lucie Public Schools ESOL Program
Procedures for Students Who do not Meet ESOL Entry Criteria

Proficient English Speakers Procedures:

Step 1: ***HLS with at least 1 “Yes” to any of the three questions.***

Step 2: Test students as follow (*Complete a Delay of Testing form if applicable*) *ESOL Share Point -ESP*

K-2 Grade	3-12 Grade
<i>What Test to use?</i>	<i>What Test to use?</i>
Kindergarten WIDA Screener	WIDA Online Screener
<i>Scores Interpretation</i>	<i>Scores interpretation</i>
4.0 – 6.0 in Listening AND Speaking student does not qualify for ESOL. <i>Complete FES Forms</i>	4.0 – 6.0 in Reading AND Composite Student does not qualify for ESOL <i>Complete FES Form</i>

Step 3: Student scores Proficient, complete Notification of Non-Placement.

Step 4: Make a copy of the Notification of ESOL Program Non-Placement form attach to HLS and WIDA Score Report.

Step 5: File in student cum folder.

Step 6: Send original Notification of ESOL Program Non-Placement form home to parents.

Step 7: Complete ESOL data input form and provide to data specialist.

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Notification of ESOL Program Non-Placement

Student Name _____ Student ID _____ Grade _____

School Name _____ Date _____

In accordance to Rule 6A-6.0904: Parents shall be notified in writing of the student's initial placement in an assigned program. Notification of this document shall be provided to the parent in their primary language when clearly feasible.

Dear Parent/Guardian:

You indicated on the Home Language Survey that another language other than English is spoken in the home or that your child speaks another language other than English. Based on this information we have evaluated your child to determine his/her proficiency in the English language and his/her eligibility for placement in the ESOL Program. We have determined the following:

Recommended placement in the ESOL Program

Do not recommend Placement in the ESOL Program

This recommendation was based on the evaluation completed by your child in the following areas:

Listening & Speaking Language Proficiency
Grade K-2

Reading and Composite Grades 3-12

K-12 ELL Committee recommendation is based on:

- Identified academic needs of the student.
- Data and interventions that are in place for the student.
- Grades from current or previous years.
- Written recommendation and observation by current and previous instructional and support staff.
- Level of Mastery of basic competencies or skills in English and/or home language according to appropriate local, state and national criterion-referenced standards.

Thank you for your involvement in your child's education. If you have any questions, please contact the ESOL Contact.

Print Name of ESOL Contact

Signature of ESOL Contact

Phone Number

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ESOL Program Data Input for Students Who Tested Proficient English Speakers

Student Name:	Student ID:	Date Completed:
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Skyward Pathway: SPECIAL PROGRAMS-ELL –Add Scores
ELL Entry, Exit, and Other Testing Information

Only Add Test Scores

Test Date:	Test Name:	Check Box with Test with Multiple Scores	Test Form: Only Applicable with CELLA	Test Level (Leave Blank)	Other
Designation: Leave Blank			Proficiency Level: Leave Blank		
Listening Test Subject Content: 18	Test Score Type:		Test Score:		
Speaking Test Subject Content: 18	Test Score Type:		Test Score:		
Reading Test Subject Content: 10	Test Score Type:		Test Score:		
Writing Test Subject Content: 30	Test Score Type:		Test Score:		

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Please Remember

1. Follow procedures in first page of this packet.
2. Print pages 2 – 3 of this packet.
3. Provide Data Specialist with **Data Input Form**.
4. Send home the letter on page 2 of this packet.
5. In the ESOL yellow Audit Folder Check box: Student Does Not Qualify for ESOL
6. Print Test Score Report
7. File the following documents in ESOL folder:
 - a. Home Language Survey
 - b. Copy of Delay of Testing (if applicable)
 - c. Copy of Notification of Program Non- Placement
 - d. Copy of student's WIDA Screener Score report

