

What steps does the school need to take when a student that is potentially an Emergent Multilingual Learner (EL) enrolls?

https://www.cde.state.co.us/cde_english/identification-placement

- Every student's family (not just those suspected of being ELs) should fill-out a **Home Language Survey** at the time of enrollment. The Office for Civil Rights (OCR) suggests that the Home Language Survey (HLS) contain, at a minimum, the following three questions:
 - Is a language other than English used in the home?
 - Was the student's first language other than English?
 - Does the student speak a language other than English?
- The Home Language Survey determines if there is a language influence other than English. If the school confirms there is a language influence other than English that is impacting a student's level of English proficiency, the student should be assessed using a placement test.
 - Kindergarten first semester- Administer only Listening and Speaking
 - Kindergarten second semester- Administer all four domains
- Placement testing must be conducted within 30 days of a student's first day of school.
- Based on the results of the WIDA Screener and a Body of Evidence (BOE) the school must determine the English language proficiency level of each student.
- The school must notify, in writing, guardians of students with limited English language proficiency that their student is identified for English Language Development programming. Written notification should be in a language and format guardians can understand.

Can a guardian opt a student out of English Language Development programming?

The written notification must include an option for guardians to opt the student out of English Language Development programming.

Can a guardian opt a student out of WIDA Screener and ACCESS for ELLs testing?

Guardians CANNOT opt a student out of WIDA Screener or ACCESS for ELLs testing.

How much time are we required to provide English Language Development services to each day?

The Office of Civil Rights guidance suggests students should receive 45 minutes a day of English Language Acquisition instruction

In our October count submission, how do I code our Language Instructional Educational Program (EL program) since it does not exactly fit into the categories?

Please reference the CSI Language Instruction Program Options Guide and pages 32-33 of the CDE's EL Guidebook 2017 prior to making a decision. If you still believe the program designation should be "Other," please contact a School Programs Specialist prior to submission.

When do I begin the re-designation process?

https://www.cde.state.co.us/cde_english/redesignation

Once a school receives their ACCESS scores in the spring, it is recommended that the school begin the re-designation process by reviewing student's recent ACCESS scores and a body of evidence. Students may complete their current language programming through the end of the

year while re-designation considerations are being made. The school should begin new programming if appropriate starting the following school year.

When should the new designation be updated in our student information system?

New designations for students within your SIS system should only be done at the beginning of the school year during the October Count window. However, these decisions should be a result from the prior Spring/Summer's re-designation processes and should be completed in collaboration with school's submission team in order to ensure each student is accurately identified.

Where can I learn more?

- Visit the CDE Culturally and Linguistically Diverse Website: https://www.cde.state.co.us/cde_english
- Reference CDE's ELD Guidebook: https://www.cde.state.co.us/cde_english/eldguidebook