

### New Student Flow Chart

New Student Enters District with no Iowa Home Language Survey in cumulative file



Give Iowa Home Language Survey—must keep copy in cumulative file



Enter into Student Information System:  
Home Language Survey Date  
Home Language Identifier  
Birth Country  
Native Language

Was a language other than English identified on the Home Language Survey?

NO

YES

No other ELL reporting required

Give TELPA

Student is identified as needing LIEP Services?

NO

YES

Enter ELL Placement Proficiency  
Enter ELL Status = '5' Tested and Not Identified as ELL

Enter ELL Placement Proficiency  
Enter ELL Status  
If = '1' In an LIEP Program  
Then enter LIEP Placement Date and LIEP Instructional Program  
OR  
If = '2' Identified as ELL but parent waived LIEP services  
Then enter Date Parent Waived LIEP Services

**NOTE:** All students with an ELL Status of '1' - In an LIEP Program or '2' Identified as ELL but parent waived LIEP services will need to be given the ELPA21 test in the spring.

## Coding Guide to Exit an ELL Student

Student can be exited from LIEP Services only when the student has reached proficiency on the ELPA21 and is proficient in reading and math based on state and district assessments.

The student must then be monitored for 2 years.



Enter LIEP Exit Date—Must be a date between 5/1 and 9/30  
Set ELL Status = '4' Exited  
Monitor Year 1 End Date—will be exactly one year after LIEP Exit Date  
Enter Monitor Year 1 Teacher—required for fall SRI reporting

At the end of Year 1 Monitoring



Enter ELL Monitor Year 1 Decision

Monitor Year 1 Decision = '1'  
Continue to Year 2 Monitor

Monitor Year 1 Decision = '2'  
Return to LIEP Program

Monitor Year 2 End Date—will be exactly two years  
after LIEP Exit Date  
Enter Monitor Year 2 Teacher

At the end of Year 2 Monitoring

Monitor Year 2 Decision = '3'  
No Longer Requires Monitoring

Monitor Year 2 Decision = '2'  
Return to LIEP Program

Enter Date Re-Entered LIEP Program  
Set ELL Status to either '1' or '2'  
Delete LIEP Exit Date  
If necessary, change LIEP Instructional Program  
*Note: Student will again need to be given ELPA21  
in spring*

No further ELL reporting required