New Student Enters District

Give 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

No other ELL reporting required

YES

Give TELPA

Student is identified as needing LIEP Services?

NO

Enter ELL Placement Proficiency
Enter ELL Status = ‘5’ Tested and Not Identified as ELL
Enter LIEP Placement Date = Date student was tested

YES

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 refused LIEP services
  Then enter LIEP Placement Date as date when parent refused services

NOTE: All students with an ELL Status of ‘1’ - In an LIEP Program or ‘2’ Identified as ELL but parent refused 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

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 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 = ‘2’
Return to LIEP Program

Monitor Year 2 Decision = ‘3’
No Longer Requires Monitoring

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

7/27/2015