Kentucky Department of Education

Quick Reference Guide: Implementing District English Learner (EL)/ Limited English Proficient (LEP) Programs

A toolkit containing informational flowcharts to support narratives about English Learner/Limited English Proficient programs in Kentucky

March 2012

Quick Reference Guide
Implementing English Learner (EL)/ Limited English Proficient (LEP) Programs

This document was developed by the Title III Program at the Kentucky Department of Education. It was created as a quick reference guide or toolkit providing a flow chart of all components relating to implementing a district English Learner (EL)/Limited English Proficient (LEP) program. The information contained in this reference guide is based on the federal and state regulations and Office of Civil Rights program requirements. On the Kentucky Department of Education Website, the English Learner webpage provides detailed narrative information about each of these elements. The link to that site is
http://www.education.ky.gov/KDE/Instructional+Resources/English+Learners/
The last page of this document contains the links to the specific topics found on the English learner webpage. Each link contains more detailed information in narrative form about each topic.

The following topics/flowcharts are covered in this document.

- **Developing EL/LEP Programs - Overview Steps**
- **Title III Classification of EL/LEP Students**
- **Guidelines for English Language Proficiency Assessment and Monitoring Former EL/LEP Students**
- **District EL/LEP Program Review/Evaluation Process**
- **Determining EL /LEP Services & ACCESS for ELLs® Participation**
- **EL/LEP & Immigrant Funding Allocation Timeline**

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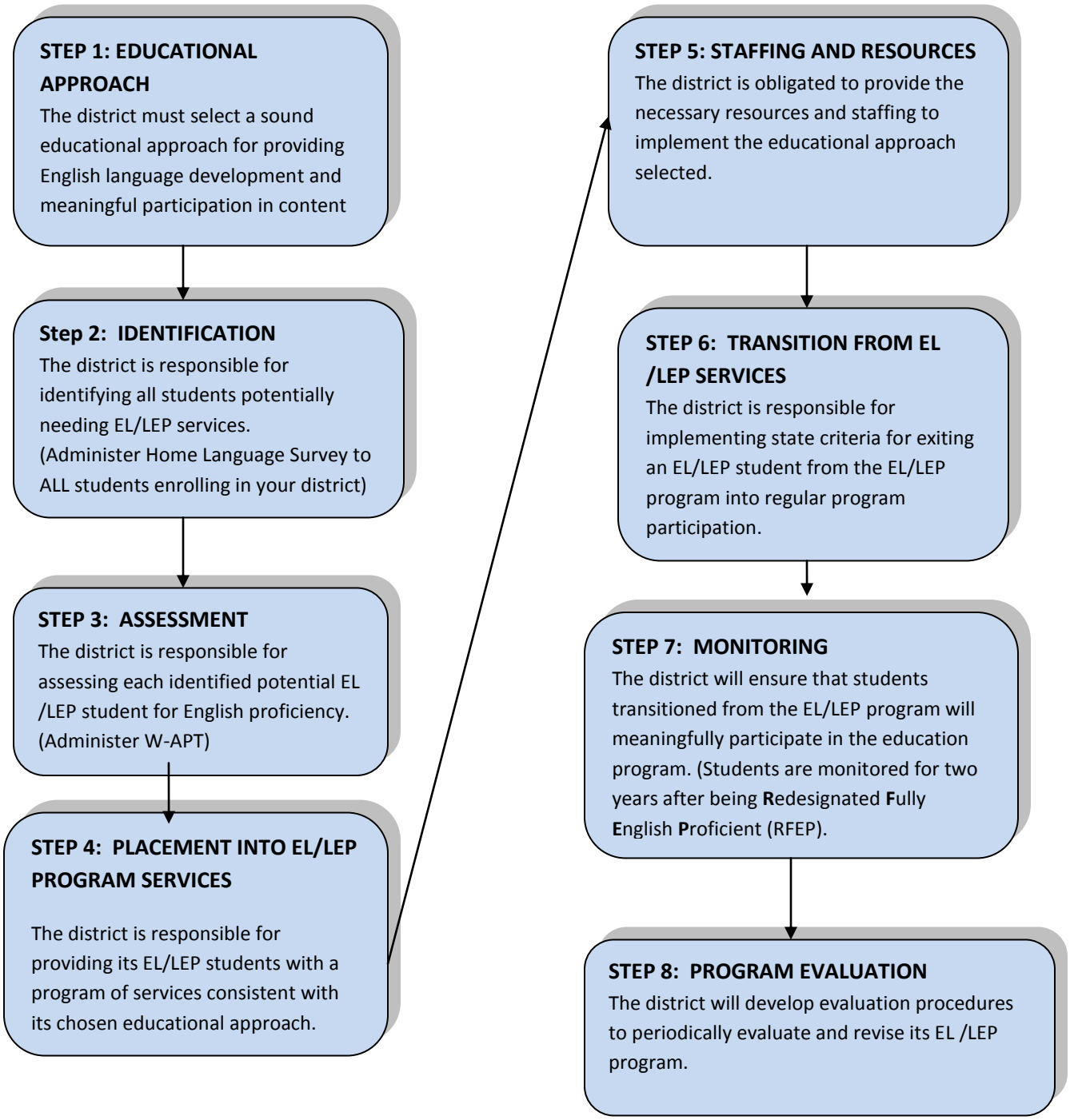
Title III – Developing EL/LEP Programs
Overview Steps



Based on U.S. Department of Education & Office of Civil Rights Guidelines Programs for English Learners

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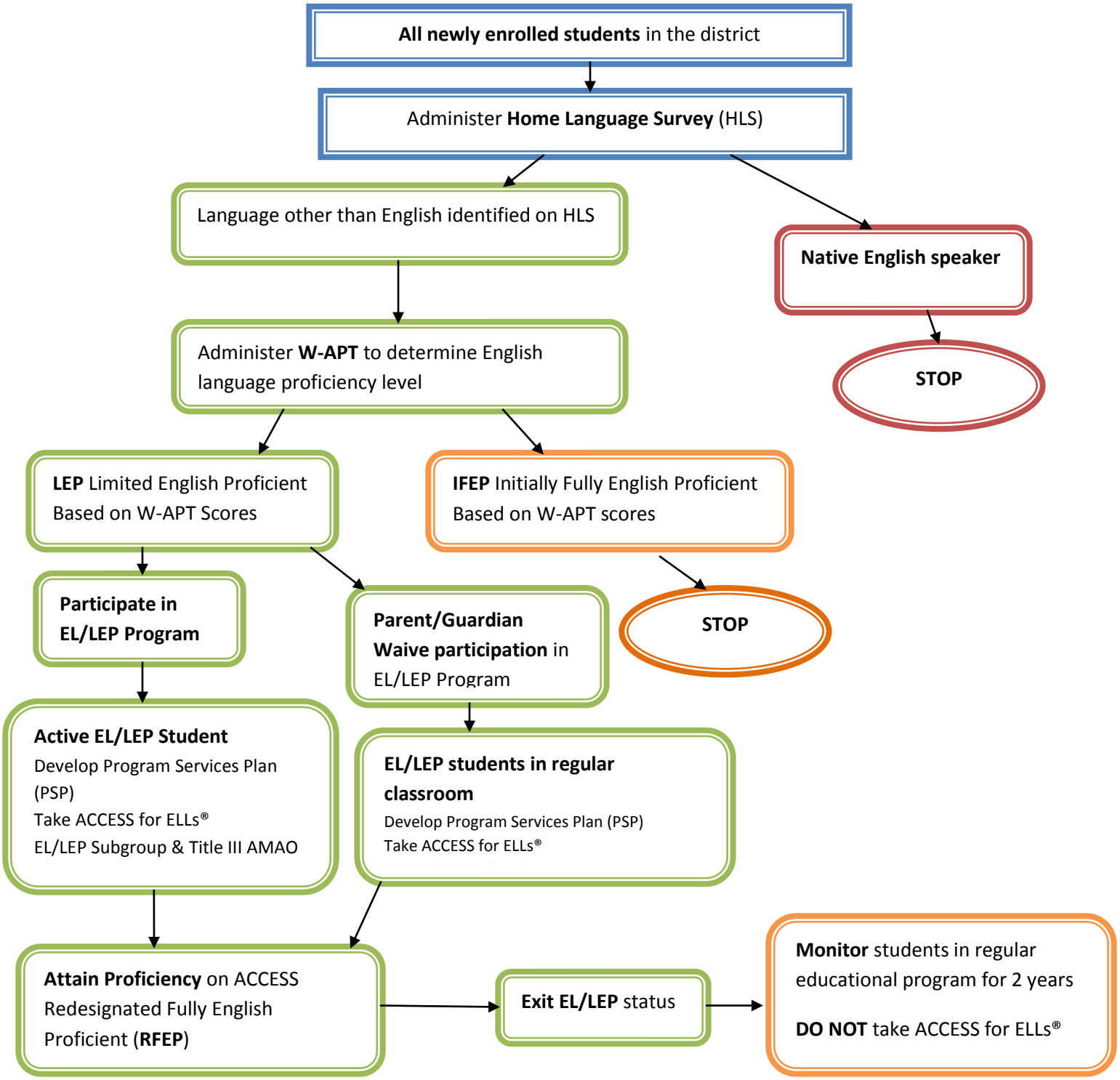
Title III Classification of EL/LEP Students



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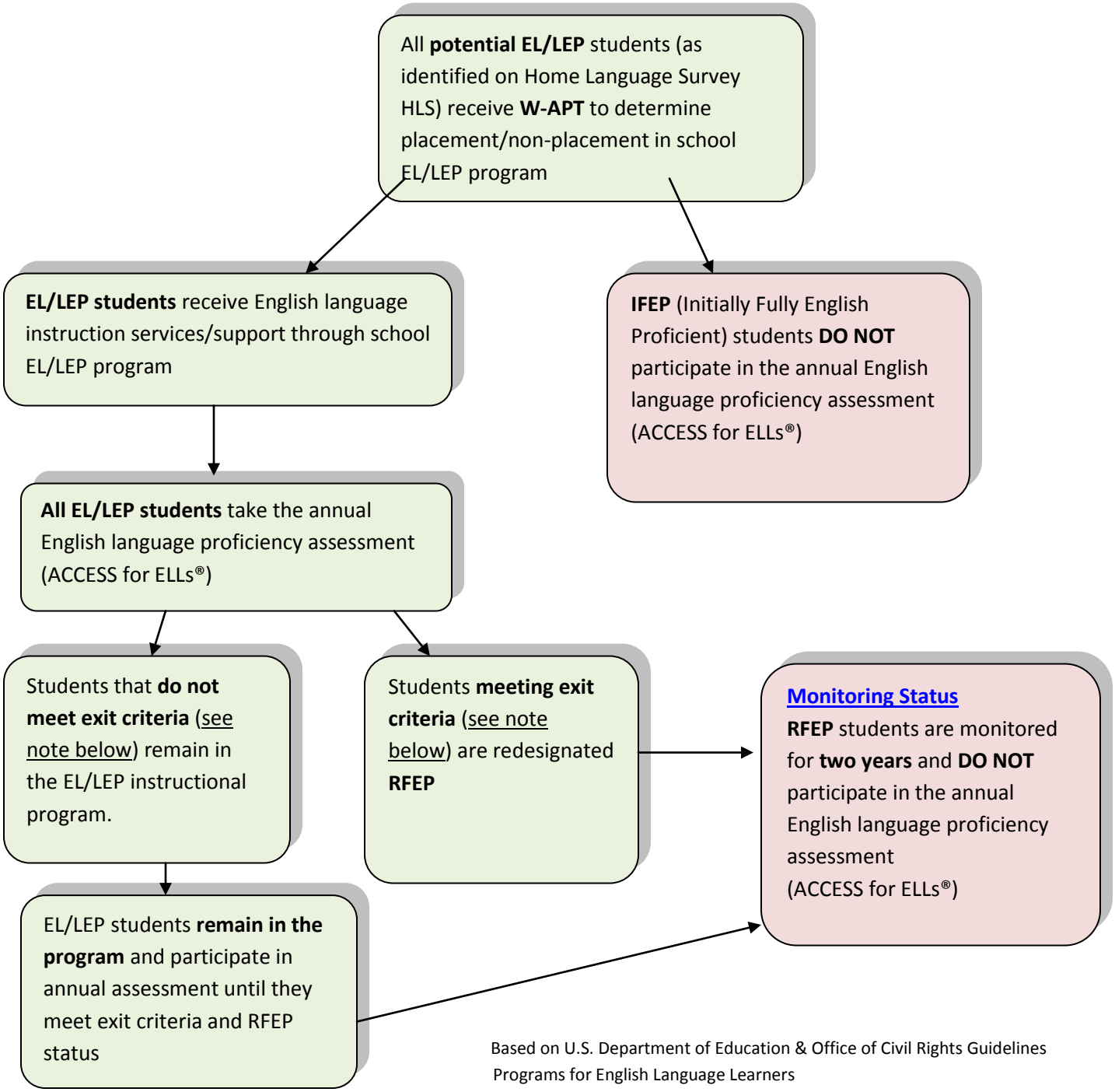
Title III – EL/LEP and Immigrant
Guidelines for English Language Proficiency Assessment and Monitoring Former EL/LEP Students



Based on U.S. Department of Education & Office of Civil Rights Guidelines
Programs for English Language Learners

Exit criteria – Overall composite 5.0 or higher on Tier B or Tier C AND 4.0 or higher in Literacy on Tier B or Tier C of ACCESS for ELLs®

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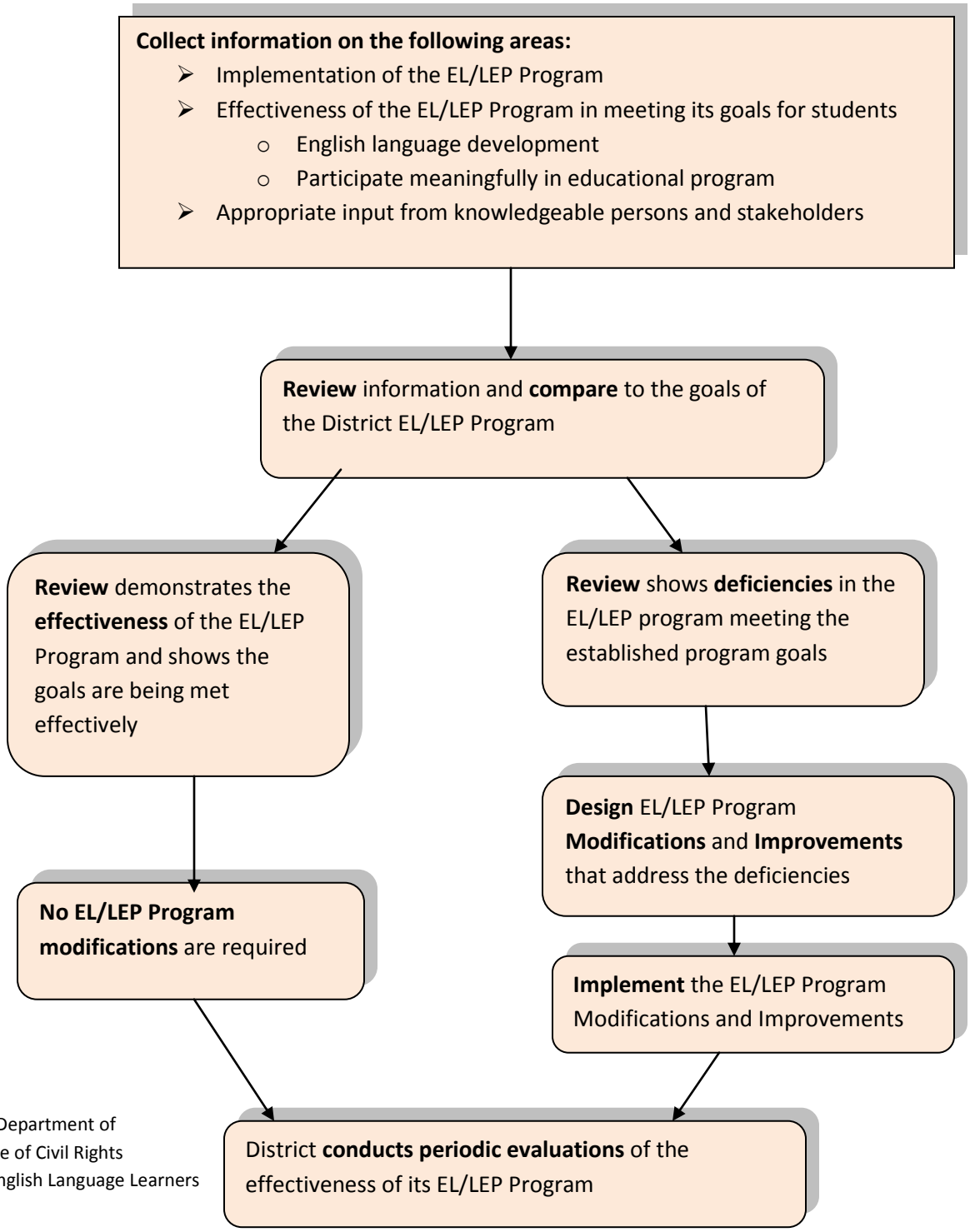
Title III – EL/LEP & Immigrant
District Program Review/Evaluation Process



Based on U. S. Department of Education Office of Civil Rights Programs for English Language Learners

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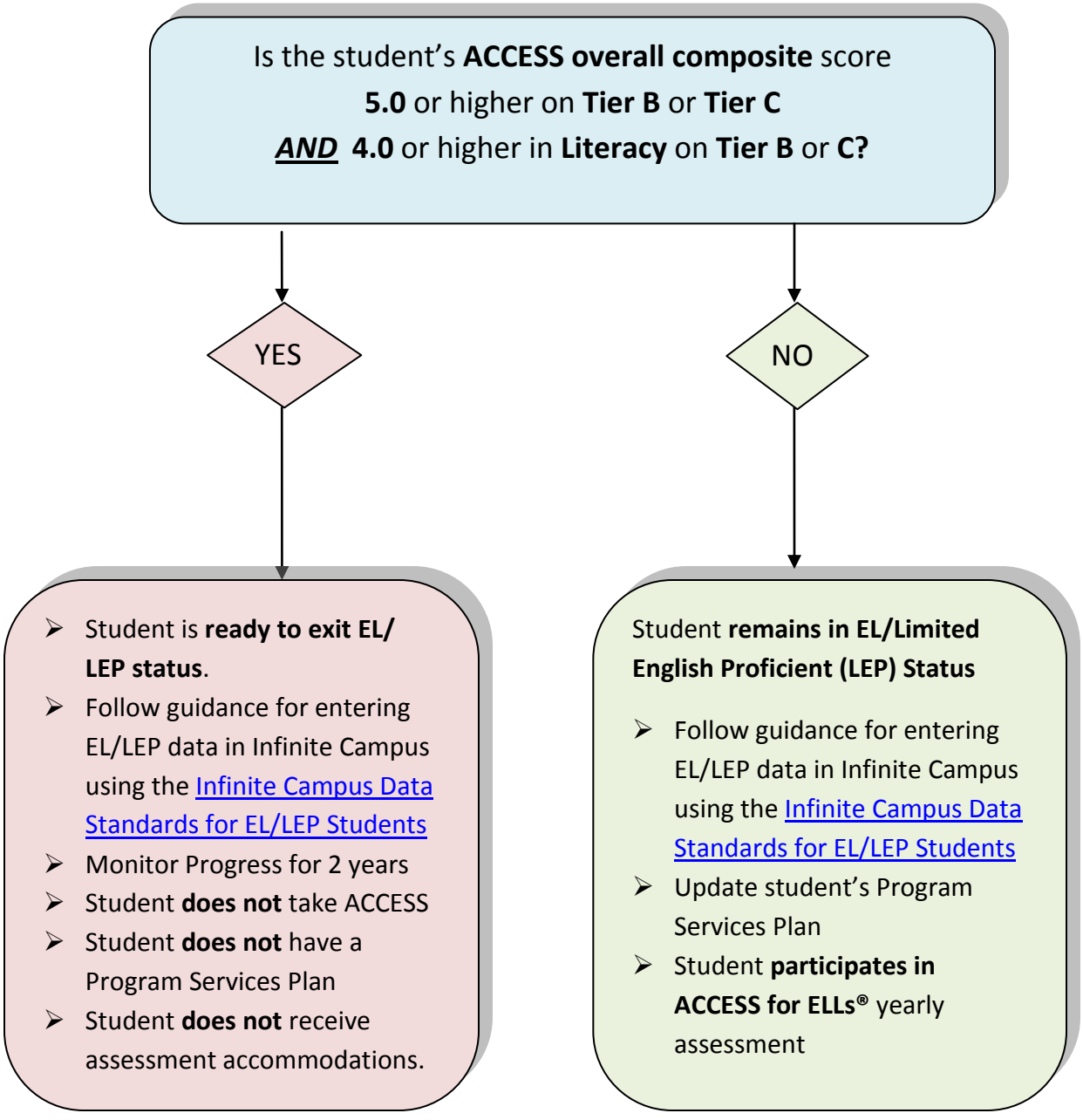
Determining EL/LEP Services
and ACCESS for ELLs® Participation



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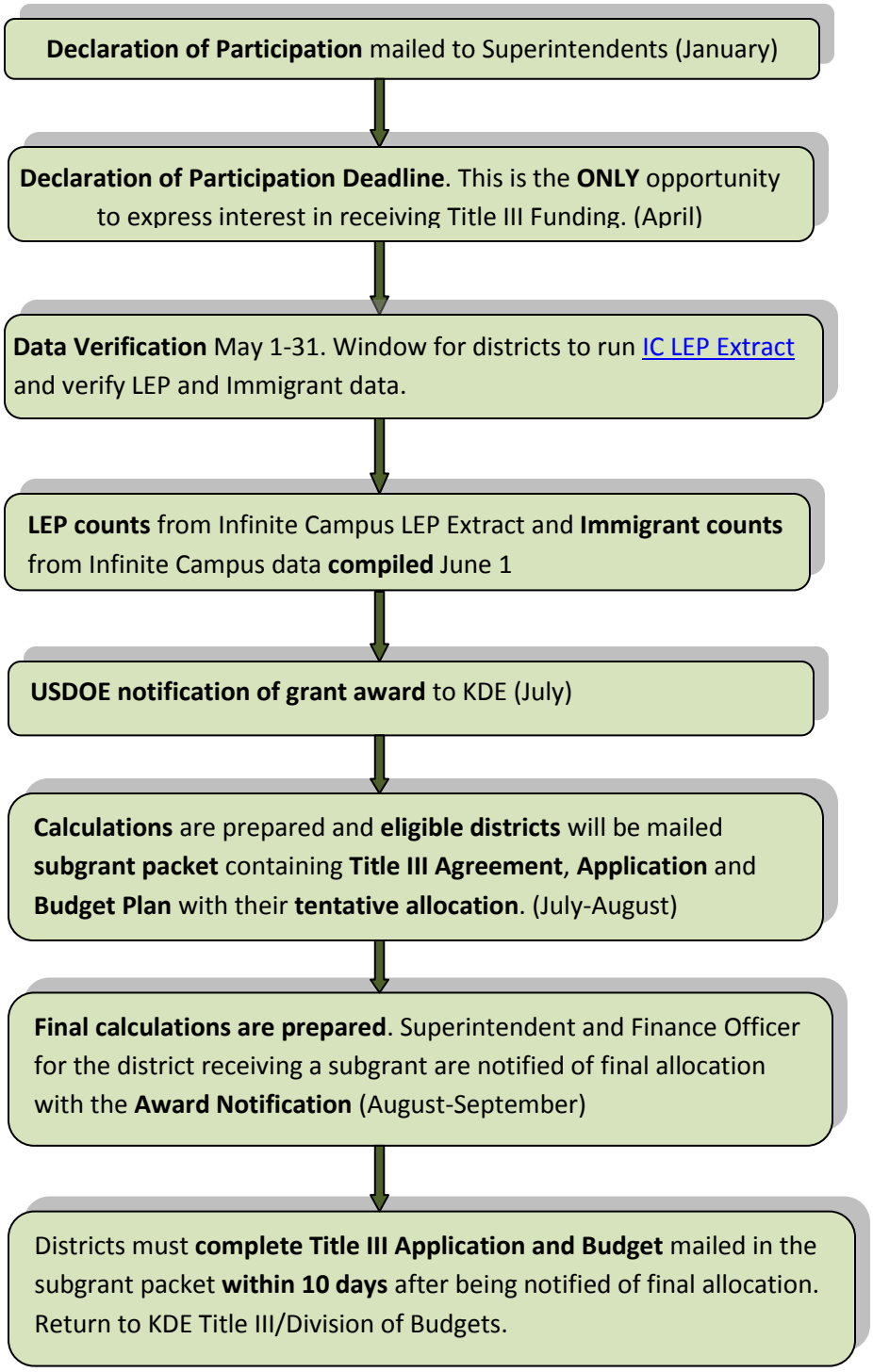
Title III – EL/LEP and Immigrant Funding Allocation Process Timeline



Links for More Information on topics contained in this document

To find more information on the topics below go to:
http://www.education.ky.gov/KDE/Instructional+Resources/English+Learners/

- Developing District EL/LEP Plan
- English Language Proficiency (ELP) Assessments (W-APT and ACCESS for ELs®)
- Funding for English learners
- Home Language survey
- Infinite Campus Data Collection and Reporting
- Monitoring Former English Learners
- Program Services Plan

WIDA Consortium – information about ELP Assessments
www.wida.us

W-APT Scoring Grades 1-12
http://www.wida.us/assessment/w-apt/scoring.aspx

W-APT for Kindergarten
http://www.wida.us/assessment/w-apt/Kindergarten.aspx