

Kentucky Department of Education

# Quick Reference Guide: Implementing District Limited English Proficient (LEP) Programs

A Toolkit containing informational flowcharts to support narratives about English language learner programs in Kentucky

October 2009

## **Quick Reference Guide**

### **Implementing 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 language learner (ELL) 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 language 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/High+School/Language+Learning/English+Language+Learning/default.htm>

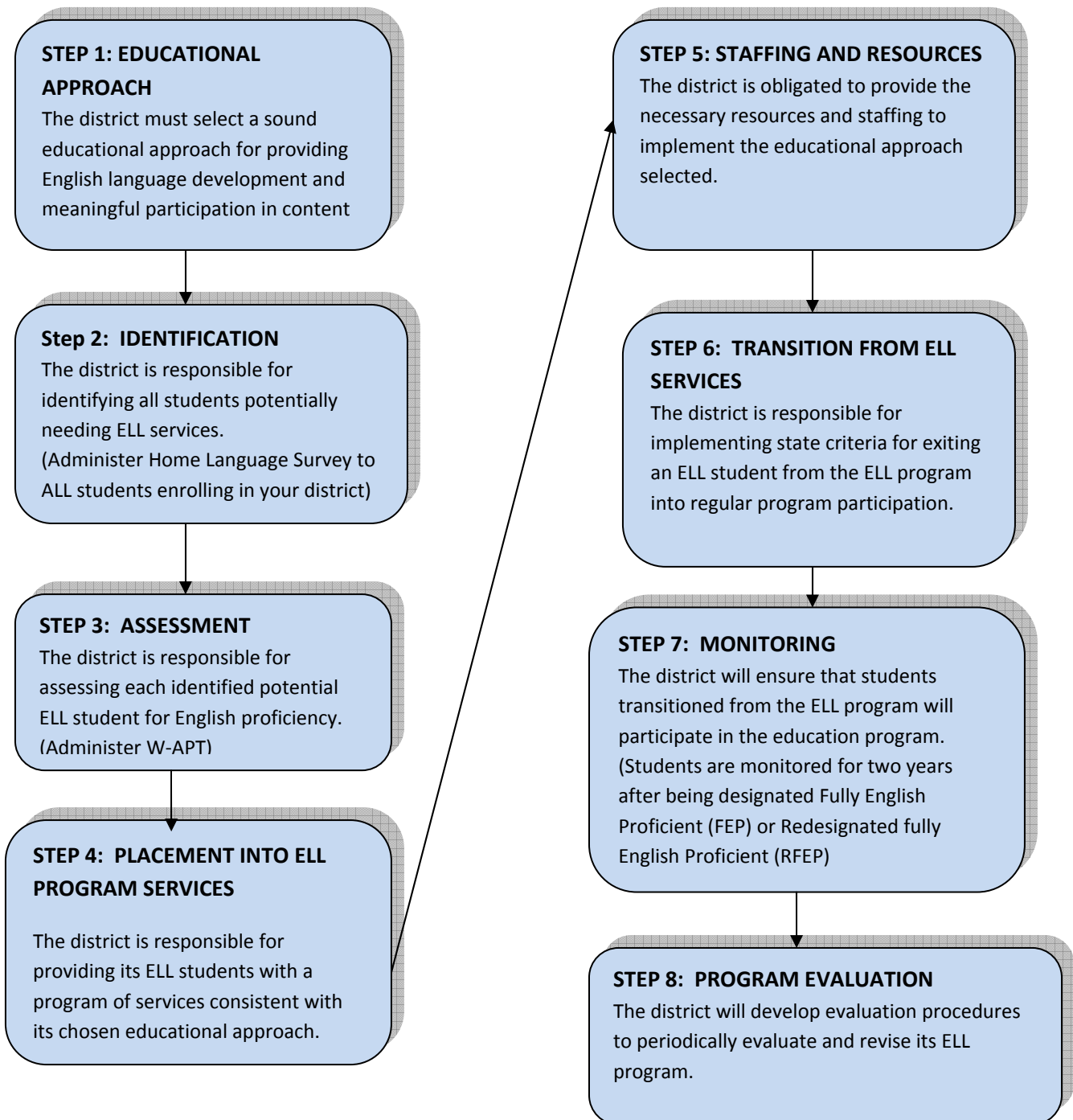
This reference guide contains flowcharts that provide information relating to the various components/elements. The last page of this document contains the links to the specific topics found on the English language learner webpage. Each link contains more detailed information in narrative form about each topic.

The following topics/flowcharts are covered in this document.

- **Developing ELL Programs - Overview Steps**
- **Identification and Placement Process – Title III Limited English Proficient (LEP) Students**
- **English Language Proficiency Assessment Guidelines for ACCESS for ELLs® and W-APT**
- **District ELL Program Review/Evaluation Process**
- **Funding Allocation Timeline for Title III- LEP & Immigrant**

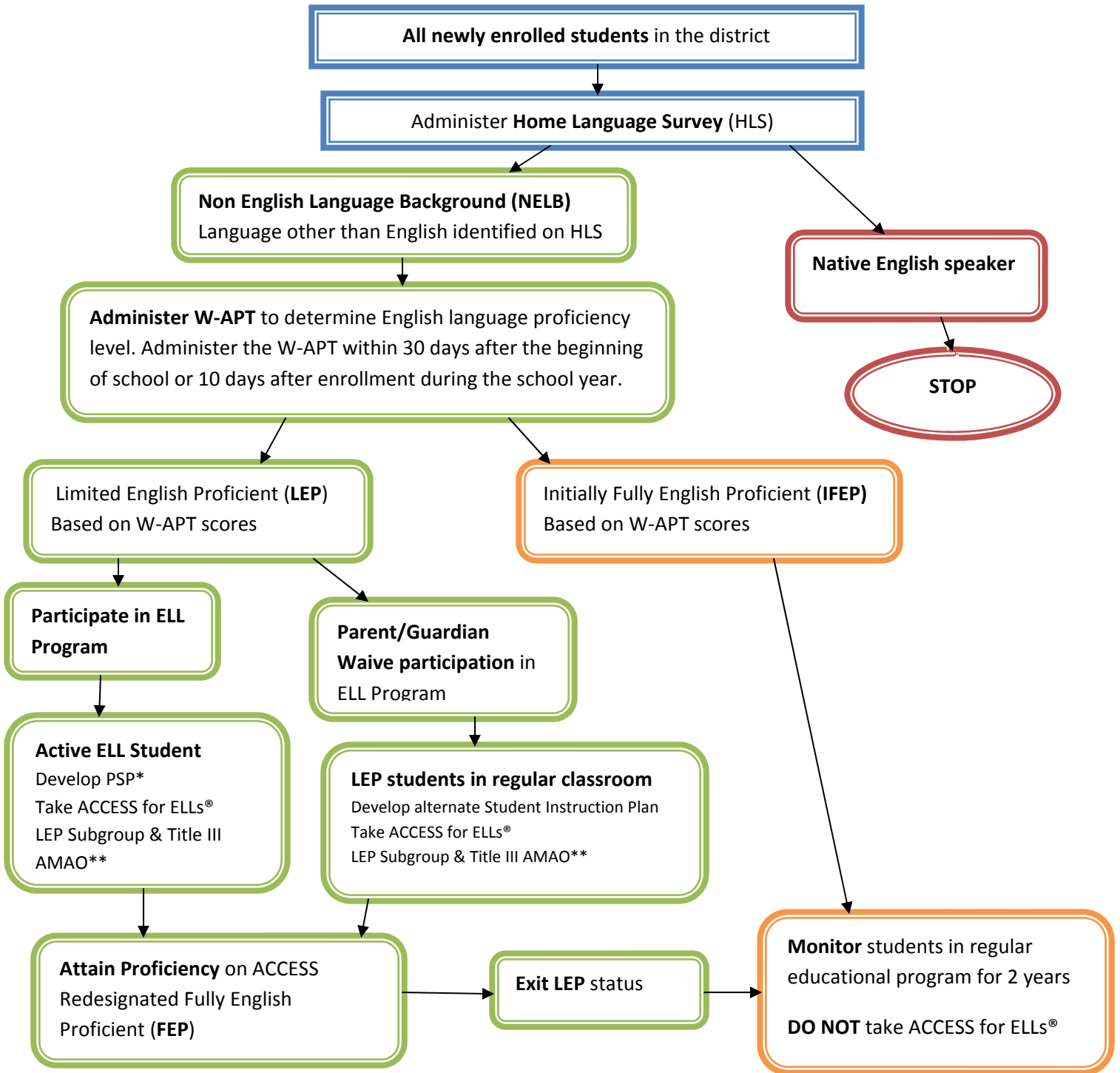
## Developing ELL Programs - Overview Steps

### Title III – LEP & Immigrant Programs



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

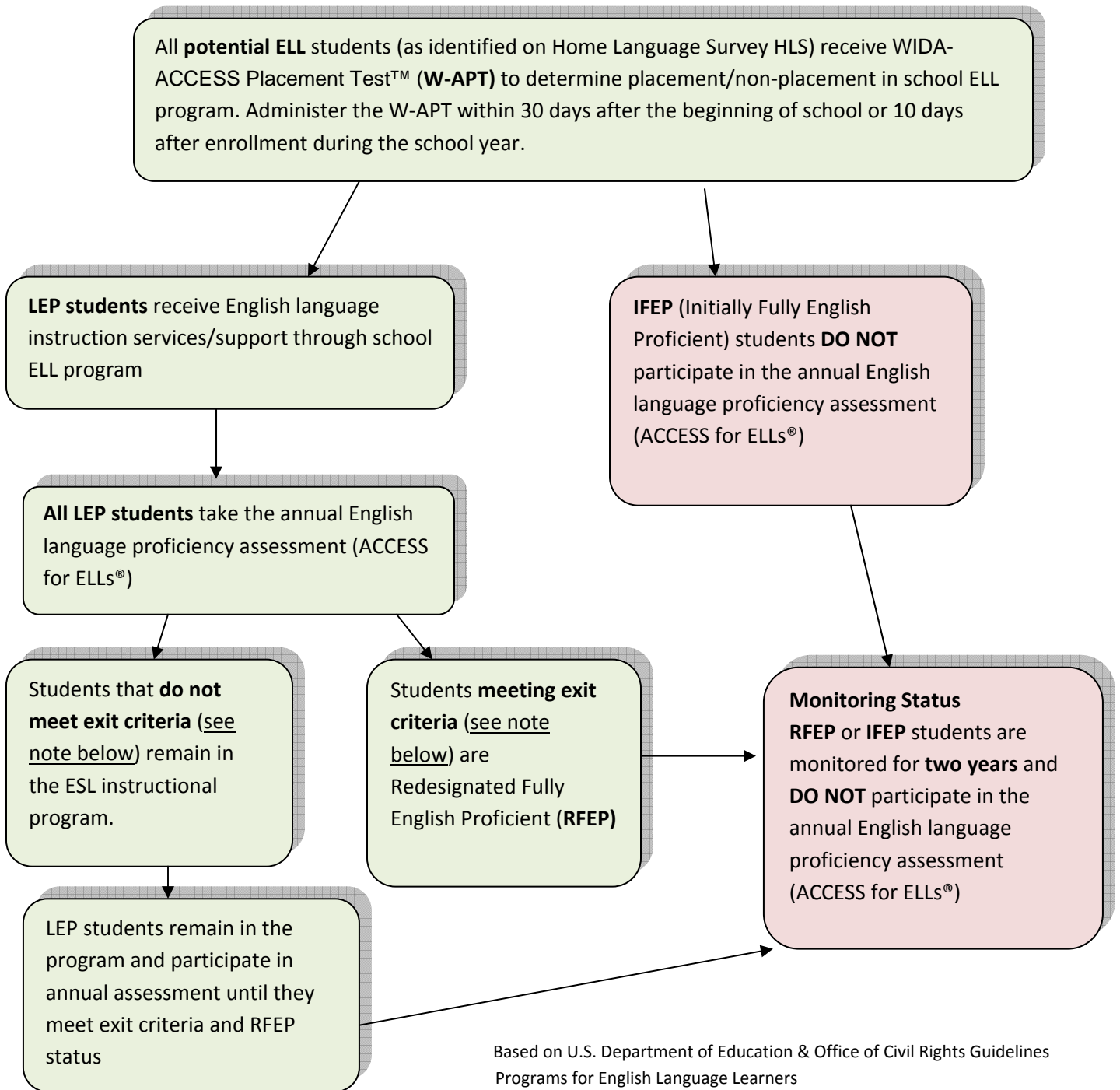
## Identification and Placement Process Title III Limited English Proficient (LEP) Students



\*PSP – Program Services Plan

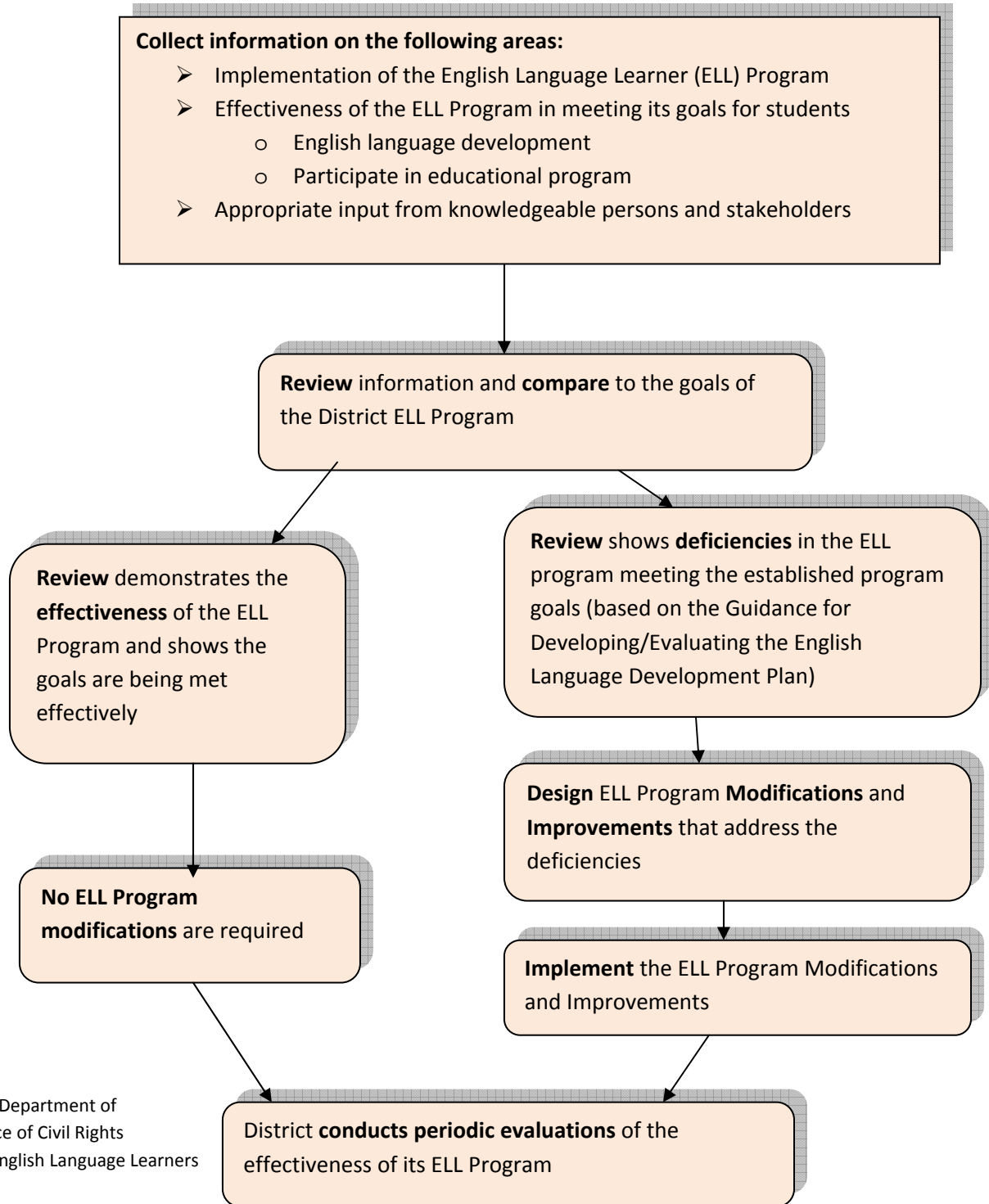
\*\*AMAO – annual Measurable Achievement Objective

## English Language Proficiency (ELP) Assessment Guidelines For ACCESS for ELLs® and W-APT



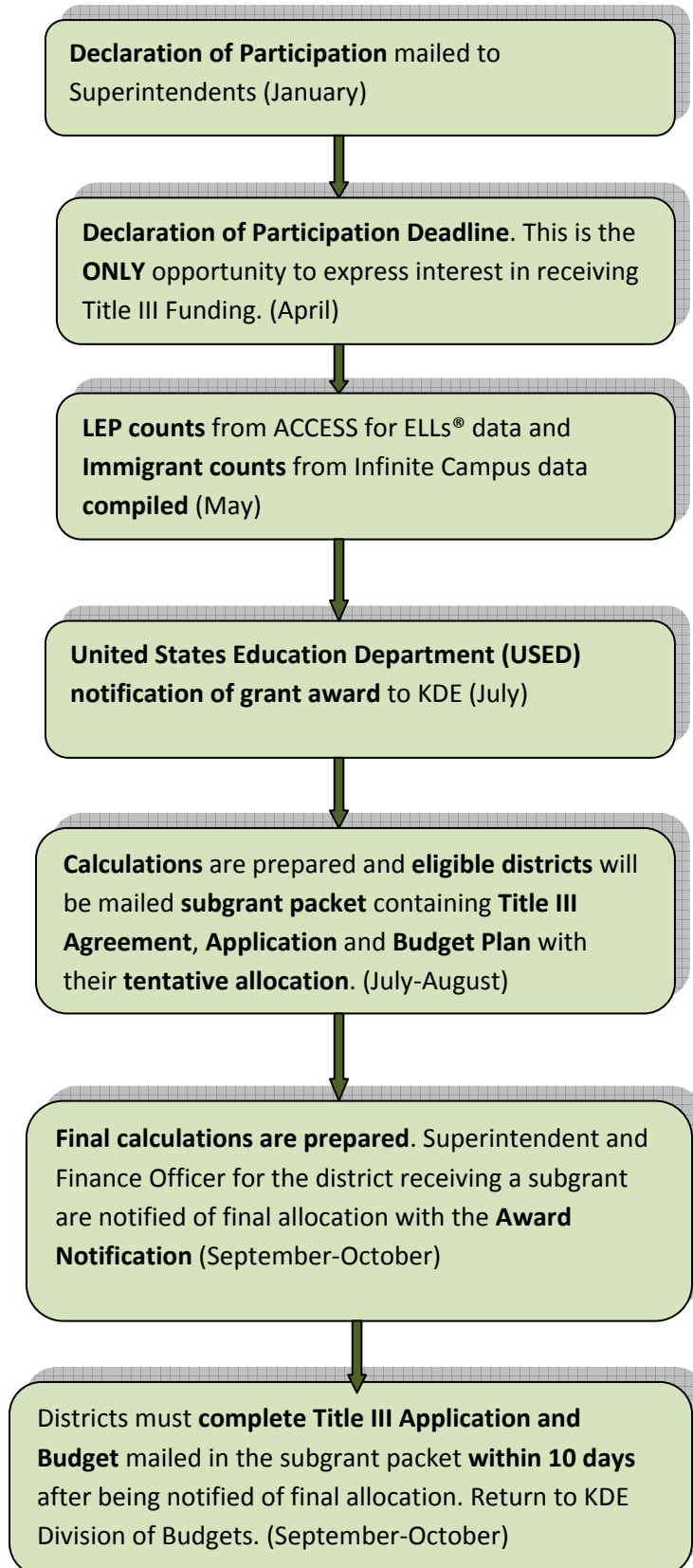
**Exit criteria – Overall composite 5.0 or higher on Tier B or Tier C AND 4.0 or higher in Literacy on Tier B or Tier C of ACCESS for ELLs®**

## District ELL Program Review/Evaluation Process Title III – Limited English Proficient (LEP) & Immigrant



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

## Funding Allocation Process Timeline Title III - LEP and Immigrant



## Links for More Information on topics contained in this document

For more detailed information on the topics go to the Kentucky Department of Education Webpage at <http://www.education.ky.gov/KDE/>

Go to **Quick Links** and scroll down to **English Language Learning** and look for these topics:

- Developing District ELL Plan
- English language Learners webpage at KDE site
- English Language Proficiency (ELP) Assessments (W-APT and ACCESS for ELLs®)
- Funding for English language learners
- Home Language survey
- Infinite Campus
- Monitoring Process
- Program Services Plan

For more information about WIDA English language proficiency standards or WIDA assessments go to the following links:

WIDA Consortium – information about English language proficiency (ELP) Assessments

[www.wida.us](http://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>

\*WIDA – World-class Instructional Design & Assessment

W-APT - WIDA-ACCESS Placement Test™