

MSAD #3 LAU Plan  
Developed September 2006

MSAD #3 has identified the Director of Pupil Services to coordinate and oversee the work of language assessment committees regarding the provision of educational programs to Limited English Proficient students (or English Language Learners) enrolled in the school system.

**Terms**

- A. **ESL** English as a Second Language: use of special curriculum and services to help students who come from a non-English language background learn English.
- B. **FEP** Fluent (Fully) English Proficient: students are capable of functioning in an English-only educational environment in the areas of comprehension, speaking, reading, and writing skills.
- C. **ELLP** English Language Learner Plan: a plan developed for an individual student defining the special language services needed to make a transition from Non-English Proficient (NEP) to Limited English Proficiency (LEP) status to Fluent English Proficiency (FEP) status.
- D. **LAC** Language Assessment Committee: building level committee with responsibilities that include identifying and generally meeting the needs of Non-English Proficient (NEP) and Limited English Proficiency (LEP) students. The Building level Language Assessment Committee will coordinate and oversee the educational program of limited English proficient students. The LAC will be composed of the Building Administrator or designee, Classroom teacher(s), Parents, ESL Coordinator when appropriate, and other ESL consultants on an as needed basis. The LAC meetings will be scheduled and conducted by the building administrator/designee.
- E. **Lau** Informal reference to a court case that required school districts to provide special assistance to English Language Learners who were unable to benefit from an education conducted primarily in English.
- F. **LEP** Limited English Proficiency: students have a primary language other than English and are unable to participate effectively in school when English is the language of instruction. (Also known as English Language Learners [ELL])
- G. **Director of Pupil Services**-This individual has oversight for PreK-12 federal and state programs inclusive of Special Education, Section 504, ESL, Homeless, and attendance.

**The Administrator and/or LAC committee are responsible for the following:**

**I. Identification of Students**

Students whose primary language is other than English will be identified through a system which includes the following components:

- A. Home Language Survey – Filled in Upon Registration/K Screening
- B. Parent Identification – At Registration/K Screening

- C. Teacher Identification – Ongoing by referral to Director of Pupil Services/Language Assessment Committee
- D. Previous School Records – Screened at Registration
- E. Language Assessment Committee – Review Screening Information
- F. Other

## **II. Assessment of English Language Proficiency**

Students who are identified through the registration/K Screening process will be assessed through the following methods:

- A. Multi-criteria assessment to determine eligibility for programming
- B. All skills will be assessed (i.e. reading, writing, listening, and speaking)
- C. A team meeting will be held to review the evaluation and to determine eligibility.

## **III. Development of Individual Language Services Plan**

All qualifying students shall have access to age appropriate programming which includes the following:

- A. English Language Learning Plan
- B. Qualified Teacher/Supervised Paraprofessional
- C. Appropriate Time Allotment
- D. Comparable Instructional Materials
- E. Comparable Classroom Space
- F. Instruction Provided During Regular School Hours
- G. Professional Development for Staff provided to ensure instruction based on ESL theory and NCLB
- H. Efficient Record Keeping
- I. Program Evaluation overseen by building administration/designee
- J. Alternative Assessment through ACCESS for ELLS
- K. Modifications provided as appropriate to Maine’s Learning Results as measured by CLAS, MEAs, and grade level expectations assessments

## **IV. Reclassification/Exit Criteria**

Students who have been served as ELL will be reclassified to Fluent English Proficient (FEP) by the following:

- A. Multi-Criteria Assessment
- B. Criteria Consistent throughout the District
- C. Monitoring After Decision (12 years)
- D. Parental Notification in language they can understand regarding Program Changes and Right to Appeal.