

Procedures for Identifying English Learner (ELs) Students in KCS

Parents answer three questions on the Home Language Survey. The survey is kept in the student's CR and entered in ASPEN. The questions are as follows:

1. What is the language first learned by student?
2. What is the language most often spoken by the student outside of the home?
3. What language is spoken in the home?

Parents answer any of 3 questions with a language other than English. The ELL teacher is immediately notified so she can administer the WIDA Screener. If a parent puts "English/any other language", the student must still be screened.

This screening must take place within the first 30 days of the beginning of school. After the first 30 days of school, the screening must be administered within 10 days of student enrollment.

Student tests as proficient in English. Student is not EL and is coded as "N" in ASPEN by EL Department. Parents are notified that student did not qualify. The EL teacher forwards screener results and enrollment information. No additional action is required.

Student does not test as proficient in English.

Student has EL status. Has a code of "L" entered in ASPEN (by ELL Dept.). Parents are notified that their child has EL Status and qualifies for EL services and accommodations. Green file started. ELL teacher forwards enrollment and screener results to Central Office.

Parental Choice

Parent declines EL services and completes waiver form. Student is coded as "W" in ASPEN (by ELL Dept.)

Student is not scheduled for EL class; however, the classroom teacher is still legally responsible for teaching English proficiency to EL.

Student is given ACCESS 2.0 in the spring and every year thereafter until reaching English proficiency.

Parents answers English to ALL three questions. NO ASSESSMENT IS GIVEN. STUDENT IS NOT ELL. Is coded as "E" in ASPEN.

If student is a transfer from another district or state, a search is made to find EL status of student.

If student was an active EL student in his former school, services will be provided in KCS.

If student has tested out within that past 4 years, he will be a T1 - T4 and will be monitored.

If student completed T4 year or was classified as an "F" former EL, no other actions are required.



School Year 2017-2018