

Series 5000 - Instructional Programs

Section 5100 – Complementary Programs

Policy 5104 – Limited English Proficiency Policy

5104.1 General

- 5104.1.1** Scope – This policy defines the expectations for programs of study for improving the English language proficiency of students with limited English proficiency.
- 5104.1.2** Authority – WV Constitution, Article XII, §2; WV Code § 18-2-5- and Public Law 107-110, Student Succeeds Act of 2015.
- 5401.1.3** Filing Date – May 19, 2003.
- 5401.1.4** Effective Date -

5104.2 Purpose

- 5104.2.1** The purpose of this policy is to define English Learner (EL) programs that shall be taught to enable *Limited English Proficient (LEP)* students to become competent in the comprehension, speaking, reading and composition of the English language. Programs shall emphasize mastery of English language skills as well as mathematics, science, and social studies, as integral parts of the academic goals for all students to enable ELs to participate equitably in school. The language instruction educational program (LIEP) shall use instructional approaches designed to meet the special needs of ELs in their achievement of English Proficiency and the state academic content standards based on the framework of the state English Language Proficiency (ELP) standards.

5104.3 Definitions

- 5104.3.1** A student who is an English Learner (EL) in the State of West Virginia is classified according to the federal government definition as described in the Elementary and Secondary Education Act Section 8101 (20). An EL is classified as one:
 - a. who is aged 3 through 21; AND

- b. who is enrolled or preparing to enroll in an elementary school or secondary school; AND
- c. who was not born in the United States or whose native language is a language other than English; OR
- d. who is a Native American or Alaska Native, or a native resident of outlying areas; AND
- e. who comes from an environment where a language other than English has had a significant impact on the individual's level of English language proficiency; OR
- f. who is migratory, whose native language is a language other than English, and who comes from an environment where a language other than English is dominant; AND
- g. whose difficulties speaking, reading, writing or understanding the English language may be sufficient to deny the individual:
 - the ability to meet the challenging State academic standards;
 - the ability to achieve successfully in classrooms where the language of instruction is English; or
 - the opportunity to participate fully in society.

5104.3.2 English Language Proficiency (ELP). The criteria for ELP (exit EL status) are:

- a. Student no longer meets the definition of EL; and
- b. student no longer participates in language assistance programs nor receives monitoring services as a former EL; and
- c. student scores proficient on the West Virginia ELP Assessment or scores proficient on the Alternate ELP Assessment.

5104.4 Guidelines

5104.4.1 Harrison County Schools shall annually conduct a Home Language Survey to determine those students who potentially could meet the definition of an EL.

5104.4.2 Harrison County Schools shall provide a parent or guardian with notification, detailing federally-defined criteria, that outlines the child's identification as an EL no later than 30 days after the beginning of the school year or within the first two weeks of placement for those children who have not been

identified as EL prior to the beginning of the school year but are identified as EL during the school year.

- 5104.4.3** Harrison County Schools shall provide an effective language instruction educational program (LIEP) for each EL by an effective teacher who meets the state licensing requirements for teaching ELs. The LIEP's purpose is to facilitate the EL's achievement of English proficiency and of the academic content standards. Harrison County Schools will use the ELP standards as outlined in WVBE Policy 2417 as a framework for developing programs designed to meet the needs of ELs. ELs shall participate in the West Virginia Measures of Academic Progress (WVMAP) as set forth in WVBE Policy 2340, as determined by the EL Committee. Using the EL Assessment Participation Form and the EL Classroom Modifications Form, the EL committee will determine annually the appropriate classroom and assessment accommodations and/or modifications as needed for each EL participating in the LIEP. When the EL is a student with an exceptionality as identified under Policy 2419 or Section 504 of the Rehabilitation Act of 1973, the respective IEP Team or Section 504 Committee will determine the student's appropriate WVMAP assessment participation as set forth in Policy 2340. An EL teacher will be included on that committee and have input into the language goals.
- 5104.4.4** Harrison County Schools shall conduct an annual assessment of ELs' ELP using the West Virginia ELP Assessment during the testing window established by the WVDE.
- 5104.4.5** Harrison County Schools shall promote the engagement of parents of ELs in the educational program of their children.
- 5104.4.6** Harrison County Schools shall exit ELs from the LIEP based on criteria by the WVDE and available through the Office of Federal Programs.
- 5104.4.7** Harrison County Schools shall follow the West Virginia Standardized Statewide Entrance and Exit Procedures for English Learners and the Language Instruction Programs (LIEP) for procedures and program models and supports related to ELs outlined by West Virginia Office of Federal Programs.
- 5104.4.8** Harrison County Schools Title III director shall be responsible for the collection and maintenance of EL student data using the West Virginia Education Information System (WVEIS).

5104.5 Incorporation by Reference.

5104.5.1 A copy of the English Language Proficiency Standards and Objectives for West Virginia Schools may be obtained in the Office of the Secretary of State and in the West Virginia Department of Education, in the Harrison County Office of Federal Programs and in WVBE Policy 2417 online at <https://wvde.state.wv.us/policies/>.

5104.6 Summary of the Content Standards.

5104.6.1 The Harrison County Board of Education has the responsibility for establishing the high-quality standards pertaining to all educational standards pertaining to all education programs. The performance standards and objectives provide a focus for teachers to teach and students to learn those skills and competencies essential for future success in the workplace and further education. The performance standards document includes performance standards for ELP, an explanation of terms; and objectives that reflect a rigorous and challenging curriculum.

Approved by Harrison County Board of Education

Effective date: February 1, 2005

Revised: September 5, 2017