



SECTION: PROGRAMS

POLICY: 138

**TITLE: LANGUAGE INSTRUCTION
EDUCATIONAL PROGRAM FOR
ENGLISH LEARNERS**

ORIGINAL: January 13, 2003

CURRENT REVISION:

LAST REVIEWED BY THE

ADMINISTRATION: December 9, 2020

ADMINISTRATIVE GUIDELINES

- A. The District shall establish procedures for identifying students whose dominant language is not English. The Home Language Survey shall be completed for each student in the District and be filed in the student's permanent record folder through graduation. For students whose dominant language is not English, assessment of the student's English proficiency level must be completed to determine the need for English as a Second Language instruction.
- B. Students whose dominant language is not English should be enrolled in the District upon presentation of a local address and proof of immunization. Students shall have access to and be encouraged to participate in all academic and extracurricular activities available in the District.
- C. Students participating in LEP programs shall be required, with accommodations, to meet established academic standards and graduation requirements adopted by the Board.
- D. The LEP program shall be designed to provide instruction that meets each student's individual needs, based on the assessment of English proficiency in listening, speaking, reading, and writing. Adequate content area support shall be provided while the student is learning English, to assure achievement of academic standards.
- E. The LEP program shall be evaluated for effectiveness as required, based on the attainment of English proficiency, and shall be revised when necessary.
- F. Certified professional employees and appropriate support staff, when necessary, shall provide the LEP program.
- G. At the beginning of each school year, the District shall notify parents of students qualifying for LEP programs regarding the instructional program and parental options, as required by law. Parents will be regularly apprised of their student's progress. Communications with parents shall be in the language understood by the parents, whenever possible.
- H. The District shall maintain an effective means of outreach to encourage parental involvement in the education of their children.