

**Breathitt County Schools**  
**Lau Plan**  
**2021-2022**



**Lau Plan Team Members:**

**Title III Coordinator**

Stacey Davidson

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**Curriculum Specialist**

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## **I. Lau Plan Guiding Principles**

The District shall provide an English language program to assist English learners, including immigrant children and youth, to attain English language proficiency, develop high levels of academic achievement in English, and achieve the same high standards in the same challenging state academic standards that all students in the District are expected to meet.

## **II. Enrollment, Identification, and Placement of ELs in a Language Instruction Educational Program (LIEP)**

At the time of initial enrollment in the district, the parent/guardian of every student in grades K- 12 shall be asked to complete a home language survey as a first screening process to identify potential English learner students. The home language survey will be given manually to each new family upon their initial enrollment into your district by the school guidance counselor.

The district will comply with the state policy that requires all local school districts in Kentucky to administer a home language survey (HLS) to students enrolled in the district as a first screening process to identify students with limited English proficiency with, but not limited to, the following four questions. (703 KAR 5:070).

1. What is the language most frequently spoken at home?
2. Which language did your child learn when he/she first began to talk?
3. What language does your child most frequently speak at home?
4. What language do you most frequently speak to your child?

Students whose primary or home language is other than English shall be administered an initial English language proficiency assessment to determine whether they are English learners according to the federal definition in ESSA, Title III.

If the student in grades 1-12 scores a 4.5 overall composite on the WIDA Screener Online, the student is identified as Initially Fully English Proficient (IFEP). Students in grades 1-12 identified as IFEP will not take the ACCESS for ELLs in January. If the student in grades 1-12 scores below a 4.5 overall composite, the student is identified as an EL. A Kindergarten student who has taken the W-APT test will be able to exit after taking Kindergarten ACCESS and receiving a score of 4.5 and above, regardless of the W-APT score results in accordance with Kentucky's EL [Identification and Placement Guidance](#).

Once a student is identified as an EL, the school will create a Program Service Plan (PSP). Parents will be notified and invited to the PSP meeting within 30 days of the first day of school. If the student was enrolled after the start of the school year, the PSP meeting must occur within 2 weeks of enrollment.

Students identified as English learners shall receive an annual assessment of English language proficiency in reading, writing, speaking, and listening to measure progress and modify the individual Program Services Plan. English proficiency and growth are measured each year using WIDA ACCESS for ELs Online Assessment for grades 1-12 and the K-ACCESS for kindergarten. As required by the Kentucky Department of Education, all EL students are assessed each January. This assessment measures English proficiency in the 4 domains of language: listening, speaking, reading and writing. Staff must be trained and certified by WIDA to administer this assessment.

Student eligibility for placement in the EL Program is not based on immigration status and district staff are in fact prohibited from inquiring about the immigration status of a student or family.

The U.S. Supreme Court ruled in *Plyler v. Doe* that public schools may not require social security numbers from all students as this may expose undocumented status. Students are also not required to show an original birth certificate for enrollment. "Other reliable proof" such as a baptismal certificate, family bible with dutiful records, or an affidavit would suffice in place of the birth certificate.

### **III. Individual Program Services Plan**

Assessment, placement, and the design of an individual Program Services Plan (PSP) for English learners shall be made in compliance with appropriate state and federal education requirements.

Instructional and related services shall be designed to meet the English language and academic needs of students while assisting them to participate in the general education curriculum and to overcome language barriers to grade promotion or high school graduation. Students identified as English learners shall be provided the opportunity to participate in the school's English language instructional program.

District Title III staff will work with classroom teachers and guidance counselors to provide support to classroom teachers who will provide one or more service types as identified by the Program Service Plan:

- Structured English Immersion: EL students participate in content classrooms where teachers differentiate instruction to address the linguistic needs and backgrounds of the EL students. The goal is the acquisition of English while learning academic content.
- Pull-Out English Instruction: EL students are pulled from their content classrooms for a portion of the day to receive instruction in English language development either individually or in small groups.

The school guidance counselor will maintain a folder for each student containing information related to the student's status as an EL and details about their individual PSP. The sources of information collected may include: records on length of time from entry in a U S English speaking school to exit from EL programs; performance on standardized achievement tests; grades in content area classes; Grade Point Averages (GPAs); teacher observations; parent observations and/or feedback; meeting promotion and graduation requirements; and/or graduation rates.

ESSA 3121(a)(5) requires that districts report on the number and percentage of ELs meeting the State academic standards for four years after students are no longer receiving Title III services. The data must include results on content assessments for reading/language arts, mathematics, and science and be disaggregated by English learners with disabilities (ELWD).

Folders will be updated on an annual basis and contain the following documentation:

- Copy of the HLS
- Initial ELP assessment scoresheet (Kindergarten W-APT/WIDA Screener Online)
- Copy of the parent notification letter
- Level of academic achievement
- Annual ELP assessment scoresheet (ACCESS for ELLs 2.0)
- The Program Service Plan

Infinite Campus will be updated each grading period (9 weeks) to reflect changes to the student's PSP.

#### **IV. Process to Provide Meaningful Access to all Co-curricular and Extracurricular Programs and Activities**

EL students will have the same access to co-curricular programs as the general education population. School staff ensures that EL students suspected of having a disability under IDEA or Section 504 are identified, located, and evaluated in a timely manner using culturally and linguistically appropriate measures.

School staff encourage universal screening of all students in one or more grade levels to identify students for gifted services, as well as to consider including reliable and valid nonverbal ability assessments as part of the identification process to ensure equal access for EL students to the gifted and talented program.

School staff will not allow a language gap to be a barrier for an EL student to fully participate in any program offered by Breathitt County Schools, including but not limited to: dual credit courses, credit recovery programs, mental health services, college and career programs, or alternative placement.

The Title III Director will procure personnel and/or contracted interpreters, as needed, to ensure that parents are aware of school and district programs and events. All interpreting services will be paid for at district cost and not charged to Title III or any other federal or specific programs.

Interpreters will be competent, reliable, and qualified to provide language services to students and families. Extra time for meetings, ARCs, evaluations, etc will be considered when scheduling interpreting services to properly respect students and families.

#### **V. Parental Notification**

As required by law, the Principal shall send written notification in the home language to parents of English learners addressing the following:

- a. Student's need for placement in the program;
- b. Student's level of English proficiency;
- c. How such level was assessed;
- d. Methods of instruction used in the program;
- e. Student's lack of progress in the program;
- f. How the program will meet the individual learning needs of the student;
- g. How the program will help the student learn English;
- h. How the program will help the student meet achievement standards necessary for grade promotion and high school graduation;
- i. Specific exit requirements for students in the program;
- j. How such program meets the objectives of the individualized education program of the child (in the case of a child with a disability); and
- k. Information pertaining to parental rights that;
  1. detail the right to have their child immediately removed from such program;
  2. detail the option to decline enrollment of their child in such program or to choose another program or method of instruction if available; and
  3. assist parents in selection among various programs and methods of instruction if more than one (1) program is offered.

This notification shall be sent as follows:

- For students already participating in, or identified for participation in, a program for English learning, parents shall be notified no later than thirty (30) calendar days after the beginning of the school year; For students identified at the beginning of the school year, or for students already participating in a program for English learning, parents shall be notified no later than thirty (30) calendar days following student's placement in the program.
- For students identified after the beginning of the school year, parents shall be notified no later than fourteen (14) calendar days following the student's placement in the program.

Parents shall receive annual notification in their home language of their child's progress on the state's English proficiency objectives and required state assessments.

## **VI. Parental, Family and Community Participation**

Parents, family, and community members of English learner children shall be given the opportunity to participate in and make recommendations for the District's language instruction educational programs. Parents, family, and community members of English learner children will participate in annual Program Services Plan meetings. They will also be given the opportunity to provide feedback on District language instruction programs through an annual survey administered at the end of each school year. Parents also shall be informed how they can be involved, including how to help the student attain English proficiency, achieve at high levels in academic subjects, and meet challenging State's academic achievement (content and performance) standards.

The Title III Director will procure personnel and/or contracted interpreters, as needed, to ensure that parents are aware of school and district programs and events. All interpreting services will be paid for at district cost and not charged to Title III or any other federal or specific programs.

Interpreters will be competent, reliable, and qualified to provide language services to students and families. Extra time for meetings, ARCs, evaluations, etc will be considered when scheduling interpreting services to properly respect students and families.

## **VII. Provision of Services**

Once their parent/guardian has received notification, English learners shall be provided services consistent with effective language instruction educational programs and curricular for teaching English learners, guidelines set out in the Kentucky Academic Standards, and national, state, and local standards for English language proficiency and academic performance.

Services necessary for the student to access and be involved in the general education curriculum shall be provided by certified general education teachers and English as a Second Language staff, trained bilingual instructional assistants, and/or volunteers.

## **VIII. EL Professional Development**

All teachers of English Learners are provided professional learning throughout the school year. At the beginning of the year, the EL coordinator provides professional learning for all English Learning teachers. This professional learning is an overview of state and local requirements for English Learners, expectations for teaching ELL students, understanding the PSP, and instructional strategies. WIDA professional learning opportunities are offered online, in-person, and blended formats. Each year, KDE selects the WIDA professional learning opportunities which will be offered during the upcoming school year.

PD topics may include explaining the ACCESS assessment and performance levels, the WIDA Can-Do and ELP standards, differentiating instruction for ELL students, and providing accommodations and modifications to support EL students' learning, Assessment and Modifications for EL Students, EL Students' PSPs, Differentiation, and other PD sessions by request.

## **IX. Assessments and Exit Criteria**

English learners who have not attained English language proficiency shall be assessed during state-wide testing in a valid, reliable manner and provided appropriate accommodations including, to the extent practicable, assessments in the language and form most likely to yield accurate data regarding student knowledge and ability in academic content areas.

EL exit criteria is based on WIDA ACCESS scores. Students in grades 1-12 who reach a composite score of at least 4.5 are considered English proficient and will exit the EL program. Students who completed Tier A of ACCESS will not exit the program. Students who reach proficiency begin the 4-year monitoring

process on the first day of the following school year. Kindergarten students may exit EL status after taking and receiving a 4.5 overall composite score on the ACCESS for ELLs test.

#### **X. Monitoring Procedures after Students Exit the LIEP Program**

Exited EL students are monitored for 4 years after meeting the Kentucky requirements for English proficiency. Staff are required to monitor exited students following the guidelines set forth by the Kentucky Department of Education and under the obligation of Title VI of the Civil Rights Act and the Equal Educational Opportunities Act. To ensure exited EL students are sustaining academic progress, staff will collect and record data each grading period (9 weeks). This data includes: grade reports, MAP scores, benchmark assessments, common assessments, and teacher, student, and parent input. Students who show persistent deficits in any academic area will be provided the support necessary to be successful, including any interventions available. In addition, staff may administer the WIDA MODEL to re-assess the student's English proficiency. If it is determined that a student exited prematurely from the ELD program, the student may re-enter the English Language Development Program. If determined by the PSP committee or the Lau Team that a student should be re-entered, a parent meeting will be required and a PSP will be created to meet the needs of the student.

#### **XI. Evaluation of Progress**

The EL committee will evaluate the EL program utilizing data and a yearly survey provided to staff and parents. Using the most recent ACCESS scores at the end of each school year, EL staff will analyze the percentage of exiting EL students, the percentage of students making growth, the number of long-term EL students, and data trends for each school. Staff and parents will be provided a survey each year to determine future needs for staffing, resources, professional development, home/school communication, and any other need related to EL services.

#### **XII. APPENDIX**

[Kentucky Department of Education-Title III-English Learners and Immigrant Students](#)

[Every Student Succeeds Act \(ESSA\) Title III](#)

[Dear Colleague Letter-U.S. Department of Justice/U.S. Department of Education](#)

Program Service Plan (PSP) Template

Exited English Learner Monitoring Form

## Exited English Learner Monitoring Form

Student Name:

SSID:

Years in EL Program:

Exit Date for EL Services:

Year of monitoring: ☐ 1<sup>st</sup> ☐ 2<sup>nd</sup> ☐ 3<sup>rd</sup> ☐ 4<sup>th</sup>

Current Academic Year:

Exiting ACCESS 2.0 for ELLs® Results:							
Overall	Listening	Speaking	Reading	Writing	Literacy	Comprehension	Oral Language

### Monitoring Staff

Monitoring Year	Name of Classroom Teacher(s)	Name of EL Teacher	Name of EL Coordinator
1 <sup>st</sup> year			
2 <sup>nd</sup> year			
3 <sup>rd</sup> year			
4 <sup>th</sup> year			

### State Assessment Results

Monitoring Year	Reading	Mathematics	Other
1 <sup>st</sup> year			
2 <sup>nd</sup> year			
3 <sup>rd</sup> year			
4 <sup>th</sup> year			

### Special Services/Programs

Is the student receiving any special services/programs in addition to the standard academic program?

☐ Yes ☐ No

If yes, describe the services in the following chart:

Monitoring Year	Description of Special Services/Program
1 <sup>st</sup> year	
2 <sup>nd</sup> year	
3 <sup>rd</sup> year	
4 <sup>th</sup> year	



### Academic Performance

Each year of monitoring, attach or include copies of the student's mid-term and report cards in the monitoring folder. Each year, please document any concerns and actions taken below.

Grading Period	Mid-term/Report Card Concerns	Actions Taken

### Classroom Performance

Each year the student's content teacher(s) should rate the student's classroom performance for each grading period. This documentation should be kept with the midterms.

**Monitoring Year:**

**Teacher:**

Rate the student's performance in each of the following areas (1 = never 2 = seldom 3 = sometimes 4 = often 5 = always)	Grading Period 1	Grading Period 2	Grading Period 3	Grading Period 4
The student completes assignments on-time.				
The student communicates effectively with the teacher.				
The student participates effectively in class projects				
The student participates effectively in class discussions.				
The student is able to work independently.				
The student attends class regularly.				
The student displays effort and enthusiasm in class.				
The student requires additional assistance with assignments.				
The student shows evidence of difficulty with language.				
The student has discipline problems that interfere with his/her academic progress.				

Have EL strategies been implemented to respond to the language needs of the former EL? ☐ Yes ☐ No

If yes, provide details:

Do you recommend that this student be reassessed for reclassification as an EL? ☐ Yes ☐ No

*(Re-assessment must be done using a valid and reliable, grade-appropriate ELP test to determine if there is a persistent language barrier)*

Signature:

OELA Toolkit: [Monitoring and Exiting English Learners from EL Programs and Services](#)

# Program Service Plan (PSP) Template

## Demographic Information

Student Name (Last, First, MI):

Student ID:

Current Address:

Date of Birth:

Gender: ☐ Male

☐ Female

Language(s) listed on HLS:

Additional Information: ☐ Immigrant ☐ Migrant ☐ Refugee ☐ Less than 3 years in U.S. school

Parent/Guardian Name (Last, First, MI):

Phone Number: Home

Work

Cell

Parent/Guardian Name (Last, First, MI):

Phone Number: Home

Work

Cell

Other Contact Name (Last, First, MI):

Relationship:

Phone Number: Home

Work

Cell

Home/School communication to parent guardian requested in: ☐ English ☐ Native language ☐ Oral ☐ Written

## Academic History

Last grade completed:	<input type="checkbox"/> Interrupted education	<input type="checkbox"/> Limited schooling	<input type="checkbox"/> No formal schooling
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If available, attach past academic data (report cards, standard assessments, etc.)

## Language Proficiency Test Information

### Initial Screener

Grade Level	Screener	Date	Score
Kindergarten	W-APT		
Grades 1-12	WIDA Screener Online (W-APT if before July 2017)		

Attach copy of HLS and score report to PSP

### Annual Language Proficiency Assessment Information

Enter scores for each time student takes the ACCESS for ELLs 2.0 assessment

Date of Test	Listening Score	Speaking Score	Reading Score	Writing Score	Oral Score	Literacy Score	Comprehension Score	Overall Score

## Participation in the State-required Assessment and Accountability System

**Date of entry to an English-speaking school:**

**Student will participate in:**

<input checked="" type="checkbox"/>	Annual English Language Proficiency Assessment ( <b>ACCESS</b> )
<input type="checkbox"/>	State-required Assessment and Accountability Program: <input type="checkbox"/> Participation only <input type="checkbox"/> K-PREP accountable

☐ **Accommodations will be provided:**

<input type="checkbox"/>	Reader
<input type="checkbox"/>	Scribe
<input type="checkbox"/>	Simplified language
<input type="checkbox"/>	Bilingual/English dictionary (word-to-word translations only)
<input type="checkbox"/>	Extended time
<input type="checkbox"/>	Oral native language support

☐ **Accommodations will not be provided**

Please review [Inclusion of Special Populations Training](#) to ensure proper accommodations

### EL Program Type and Enrollment

**Date Identified EL:**

**Date Entered EL Program:**

<input type="checkbox"/>	Parents waived services or withdrew student from services
<input type="checkbox"/>	Sheltered English Instruction
<input type="checkbox"/>	Content area tutoring
<input type="checkbox"/>	Pull-out ESL/Resource
<input type="checkbox"/>	Content-based ESL
<input type="checkbox"/>	Structured English Immersion (push-in)
<input type="checkbox"/>	Developmental bilingual education
<input type="checkbox"/>	Transitional bilingual education
<input type="checkbox"/>	Two-way immersion (Dual Language)
<input type="checkbox"/>	Student will also receive Special Education services (If yes, include information on how the program will meet IEP annual goals)

**With regular school attendance and parental support** it is anticipated that the student will exit from services for English Learners to **monitoring status** in \_\_\_\_ years.

**EXIT CRITERIA to RFEP:** ☐ **ACCESS 2.0 English Language Proficiency Assessment (4.5 Overall)**

**Comments:**

**Date exited from EL Status:**

**Expected date of graduation (Grades 9-12 only):**

### Accommodations

#### Instructional Accommodations

- ☐ Read text in English
- ☐ Scribe response
- ☐ Bilingual/English dictionary
- ☐ Prompting/Cueing
- ☐ Provide visuals/organizers
- ☐ Use Spellcheck
- ☐ Provide content objectives
- ☐ Engage in academic conversations
- ☐ Meta-cognitive strategies
- ☐ Oral native language support

- ☐ Read text in primary language
- ☐ Extended time
- ☐ Small group/Single form test
- ☐ Adapted materials/technology
- ☐ Link instruction to prior learning
- ☐ Build background knowledge
- ☐ Scaffold responses
- ☐ Bilingual or English glossary
- ☐ Simplified language
- ☐ Assistive technology

- ☐ Adapt pace of instruction
- ☐ Use computer/software
- ☐ Model language/Task completion
- ☐ Interaction opportunities
- ☐ Provide language objectives
- ☐ Other programming accommodations to address individual strengths and needs:

Assessment Accommodations

- ☐ Reader
- ☐ Scribe
- ☐ Bilingual/English dictionary (word-to-word translation only)
- ☐ Oral native language support
- ☐ Extended time
- ☐ Simplified language

**Expected Rate of Transition:** With regular school attendance and parental support, it is anticipated that the student will transition to full participation in classrooms that are not tailored for EL students in \_\_\_\_\_ years.

Parents’ Right to Opt Out & Notification

**Parents’ Right to Opt Out:** As EL parent(s) I understand I have the right under Title VI and the Equal Education Opportunities Act (EEOA) to decline or opt my child out of the school district’s program for ELs or out of particular language services within the program. If I decline services, my child is still required to take the ACCESS 2.0 each year.

**Parent Notification:** Parent notification must be provided no later than 30 calendar days after the beginning of the school year or within the first two weeks of placement in the EL program if enrolled after the start of the school year. [ESSA 1112(e)(3)(A-B)]

Program Service Plan Committee

Signatures and dates of persons involved in the development of the Program Service Plan.

Name	Signature	Title	Date
		Parent	
		Principal	

# Exited English Learner Monitoring Form

Student Name: SSID:

Years in EL Program: Exit Date for EL Services:

Year of monitoring: ☐1st ☐2<sup>nd</sup> ☐3<sup>rd</sup> ☐4<sup>th</sup> Current Academic Year:

## Exiting ACCESS 2.0 for ELLs® Results:

Overall	Listening	Speaking	Reading	Writing	Literacy	Comprehension	Oral Language

## Monitoring Staff

Monitoring Year	Name of Classroom Teacher(s)	Name of EL Teacher	Name of EL Coordinator
1 <sup>st</sup> year			
2 <sup>nd</sup> year			
3 <sup>rd</sup> year			
4 <sup>th</sup> year			

## State Assessment Results

Monitoring Year	Reading	Mathematics	Other
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2 <sup>nd</sup> year			
3 <sup>rd</sup> year			
4 <sup>th</sup> year			

## Special Services/Programs

Is the student receiving any special services/programs in addition to the standard academic program? ☐ Yes ☐ No

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1 <sup>st</sup> year	
2 <sup>nd</sup> year	
3 <sup>rd</sup> year	
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Grading Period	Mid-term/Report Card Concerns	Actions Taken

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The student attends class regularly.				
The student displays effort and enthusiasm in class.				
The student requires additional assistance with assignments.				
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The student has discipline problems that interfere with his/her academic progress.				

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If yes, provide details:

Do you recommend that this student be reassessed for reclassification as an EL? ☐ Yes ☐ No

*(Re-assessment must be done using a valid and reliable, grade-appropriate ELP test to determine if there is a persistent language barrier)*

Signature:

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