



Bilingual ESOL Department

# ESOL Contact Meeting

Face-to-Face: Wednesday, January 9, 2019

Skype sessions: Thursday, January 10, 2019

# Agenda

- State Updates
- Compliance Reminders
- Department Updates
- Upcoming PD
- Question and Answer





An aerial night-time photograph of Marlins Stadium, showing the baseball field and the stands filled with spectators. The stadium is brightly lit, and the city skyline is visible in the background.

**33,645 ELLs**  
**91.5%**

**36,742 capacity of  
Marlins Stadium**

# 2018-2019 ACCESS for ELLs

JANUARY				
M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

FEBRUARY				
M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	

MARCH				
M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

Login:  
florida  
Password:  
sunshine

**2018- 2019 Testing Window:**  
**1/28/19 – 3/21/19**  
**(8 weeks)**



<https://wida.wisc.edu/>

# 2018-2019 ACCESS for ELLs Certification

Any certificate awarded **prior to July 2017 is no longer valid.**

- Test Administrators are only responsible for assessment quizzes they will be administering
- If administering all three assessments and the completion of the quizzes was prior to July 2017, then the person must retake all applicable quizzes (K, 1-12, Alt, Paper-Admin)
- For example, a Kindergarten Test Administrator would only need to take the Kindergarten Quiz and none of the Grades 1-12 quizzes

Login:  
florida  
Password:  
sunshine



<https://wida.wisc.edu/>

# 2018-2019 ACCESS for ELLs Certification

Resource Library WIDA Store Members/States Login Search



Assess Teach Grow About Memberships and Programs

The WIDA Consortium and WIDA International School Consortium provide valuable secure resources that require an account.

## Secure Portals

### WIDA Secure Portal

Test preparation, administrative, and management; and SEA

- Have an account b
- Services Center at
- Have a WIDA Secu

### WIDA International Se

Members-only resourc

- Have an account b
- Services Center at
- Have a WIDA Secu

Log In

WIDA Secure Portal

### In order to create an account:

- ☐ Go to <https://wida.wisc.edu/login>
- ☐ Under Member States, select Florida
- ☐ Select Login (blue button)
- ☐ Under Select Site: (drop down menu) Select WIDA Secure Portal
- ☐ Select Login (blue button)
- ☐ **Username:** florida **Password:** sunshine
- ☐ Then, select Account Creator

**Login:**  
florida  
**Password:**  
sunshine



<https://wida.wisc.edu/>



# 2018-2019 ACCESS for ELLs Certification History

**WIDA™**

MY ACCOUNT & SECURE PORTAL LOG OUT

## My Account & Secure Portal

**My Training & Quiz HISTORY**

**My Training CERTIFICATE**

**Secure Portal USER GUIDE**

**Download LIBRARY**

**TECHNOLOGY Coordinators**

**Account Creator**

**My Account**

Please contact the [WIDA Helpdesk](#) for assistance or to update your username. All other information is auto-edited using this form. Don't forget to click **Save**!

**Username:**  [Change Password](#)

**First Name**

**Last Name**

**Email**

**State:**

**District**

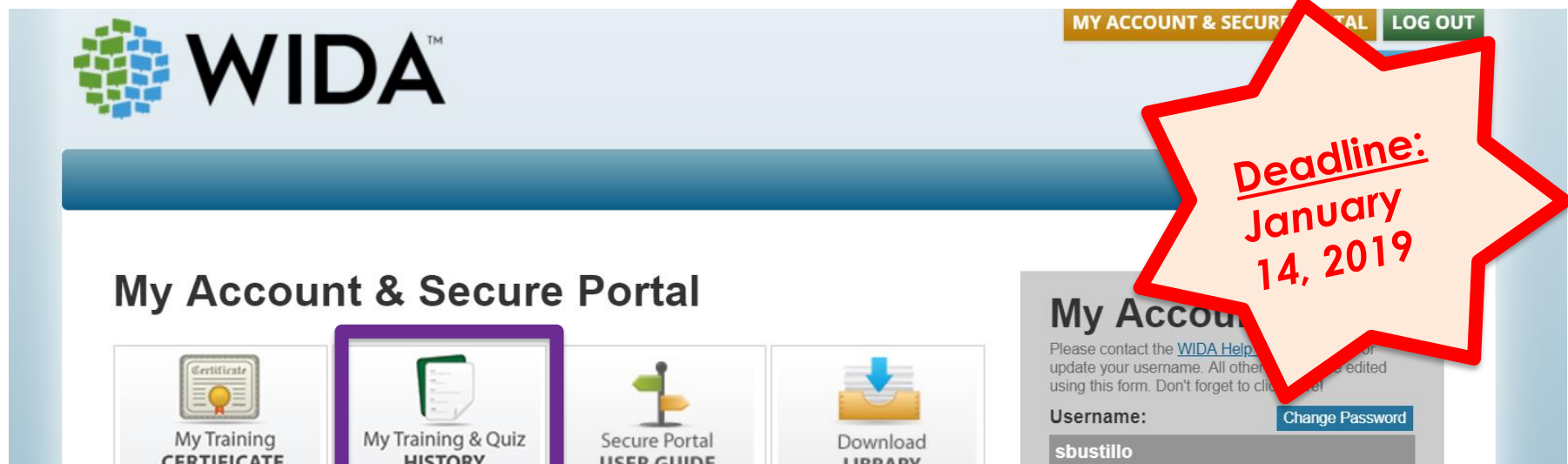
**School**

ACCESS for ELLs Training Courses



<https://wida.wisc.edu/>

# 2018-2019 ACCESS for ELLs Certification History



**WIDA**™

MY ACCOUNT & SECURE PORTAL LOG OUT

**My Account & Secure Portal**

My Training CERTIFICATE

**My Training & Quiz HISTORY**

Secure Portal USER GUIDE

Download LIBRARY

**My Account**

Please contact the [WIDA Helpdesk](#) for assistance to update your username. All other information is auto-edited using this form. Don't forget to click the **Update** button!

Username:  [Change Password](#)

**Deadline: January 14, 2019**

## ACCESS for ELLs 2.0 Training Completion

Academic Year	Kindergarten	Speaking 1-5	Speaking 6-12	Online Admin	Paper Admin	Alternate
2018-2019						
2017-2018					✓	
2016-2017					✓	
2015-2016	✓	✓	✓			✓
2005 - Sept. 2015	ACCESS for ELLs 2.0 was launched in fall 2015. Therefore, some certifications from prior to Sept. 2015 are no longer valid and do not appear in this table. To view your obsolete training history from prior to Sept. 2015, click the link below this table.					



<https://wida.wisc.edu/>



# Florida's WIDA Webpage

[Resource Library](#)[WIDA Store](#)[Members/States](#)[Login](#)[Assess](#) [Teach](#) [Grow](#) [About](#) [Memberships and Programs](#)

## Florida

[Memberships and Programs](#) < [WIDA Consortium](#) < Florida

Member of the WIDA Consortium since 2015.

### Assessment

Florida may use Kindergarten W-APT, WIDA MODEL, and WIDA Screener (for Grades 1-12) to identify English language learners (ELLs). ACCESS for ELLs must be administered to all ELLs during the yearly testing window, which typically takes place from late January through late March.

### Testing Dates

11/21/18	SEA Loads Pre-ID File into AMS
12/31/18-3/29/19	WIDA AMS test setup available for editing student demographic information
1/11/19	Load second round of Pre-ID files into AMS
1/11/19	Districts receive test materials
1/28/19-3/22/19	Test Window
1/11/19-3/15/19	Additional test materials ordering window in AMS
2/11/19	Districts receive Pre-ID labels from second Pre-ID upload
3/29/19	Deadline for shipping completed test materials to DRC

### Contacts

[Florida Department of Education](#)

Contact the Florida Department of Education for questions related to state-specific policies and procedures.

**Sabrina Read**  
Florida ACCESS Manager  
(850) 245-0843  
[Sabrina.Read@fldoe.org](mailto:Sabrina.Read@fldoe.org)

**WIDA Client Services Center**  
Contact us for questions about training materials, test administration procedures, classroom resources, or for problems with your WIDA Secure Portal account.

[help@wida.us](mailto:help@wida.us)  
(866) 276-7735

### Logging In



[HTTPS://WIDA.WISC.EDU/MEMBERSHIPS/CONSORTIUM/FL](https://wida.wisc.edu/memberships/consortium/fl)

## 2018 - 2019 ACCESS for ELLs 2.0 School-Based Certification Requirements

By **January 14, 2019**, all schools are required to have a team of assessors who must complete the state-required online ACCESS for ELLs 2.0 Training Course. The district will monitor completion of certification every two weeks upon receipt of this memo.

1. **Who is assessed?** All active ESOL students( LY ) as of **January 28, 2019**

2. **When is the testing window?** **January 28, 2019 – March 21, 2019**

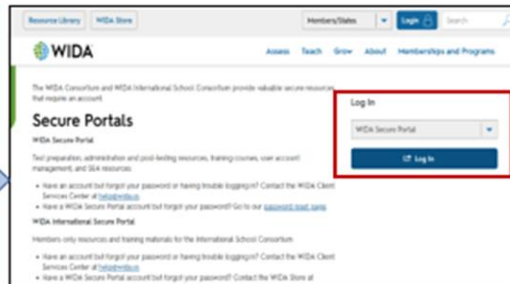
3. **Who must be certified?**

- Any certificate awarded **prior to July 2017 is no longer valid**
- Test Assessors are only responsible for quizzes in areas they will be administering
  - For example, a Kindergarten test assessor would only need to take the Kindergarten Quiz and none of the Grades 1-12 quizzes
  - If you are administering all three assessments and completion of the quizzes was prior to July 2017, then they would have to retake all applicable quizzes (K, 1-12, Alt, Paper-Admin)

4. **How do we create accounts to become certified assessors?** Accounts for the required online training are created at <https://wida.wisc.edu/login>.

### To create an account:

- Go to <https://wida.wisc.edu/login>
- Under Member States, select Florida
- Select Login (blue button)
- Under Select Site: (drop down menu) Select WIDA Secure Portal
- Select Login (blue button)
- Username: **florida** Password: **sunshine**
- Then, select Account Creator



5. **As a previously certified assessor, how do I find out when I was certified?**

- Any previous assessor can login using their Secure Portal login
- Then, proceed to the “My Training & Quiz History” tab
- Click on the icon and a History spreadsheet will identify the year(s) of certification



11-05-2018; SB:MM

# 2018-2019 ACCESS for ELLs School-based Certification Requirements



# Testing Accommodations

- Assign Testing Accommodations at beginning of school year for all LY students **BEFORE** printing ELL Plan
- ELLs (LY) are provided accommodations on **statewide and district assessments AND during daily instruction.**



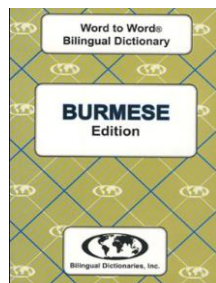
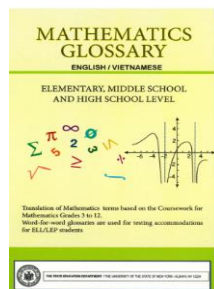
\*NOTE: LFs do not receive accommodations



# Accommodations and Instructional Practices for English Language Learners (ELLs) for Classroom Observation

Use of a **bilingual glossary** in addition to a bilingual dictionary.

An **approved glossary** is defined as **word-to-word** and may include **content specific glossary**.



**RULE 6A-6.09091**

Evidence of

- Bilingual Dictionary
- Extended Time
- Flexible Setting
- Bilingual Support for Lowest-Level ELLs
- ELL Engagement in Lesson
- ELL Consideration in Lesson Plans
- English Language Development Standards in Lesson Plans
- Teacher Awareness of ELL Levels of Students



**Free Printable Content Glossaries:**

<https://steinhardt.nyu.edu/metrocenter/resources/glossaries>



# Flexible Setting Letter

District and Statewide Testing: Flexible Setting Accommodation

(School Letterhead)

Found on Canvas or SharePoint:

<https://browardschools.instructure.com/courses/598658>

<https://browardcountyschools.sharepoint.com/sites/Intranet/Academics/learning/ELL/Pages/default.aspx>

Sincerely,

\_\_\_\_\_  
Principal/Designee

SB

Original: Parent

Copy: ELL folder



# Reminders



# Funding Sources

## WFTE

- Generated by active ELL students (LYs)
- Part of General Funds – Program 130
- Managed by the **School Administrator**

## Title III, Part A

- Calculated based on projections
- Federal Grant Funding
- Managed by **Bilingual/ESOL Department**



# Survey 3 FTE: FEBRUARY 4 – 8, 2019

All **LY's and LF's** are accurately classified on TERMS and ELLevation

**Immigrant students (IM)** are accurately classified on TERMS and ELLevation

**Annual Reviews** are up to date on TERMS and ELLevation  
(For ELLs entering years 2 or 3)

**REEVALS  
(Extension of Services)** are up to date on TERMS and ELLevation.  
(For ELLs entering year 4 or beyond)

**\*\*ELL Committee Meeting Required**

**Program 130** updated to reflect ESOL status

Most up-to-date **Student ELL Plan** for each LY is **saved** and filed in the blue ELL Folder



**REMINDER: ELLEVATION REFLECTS UPDATES IN TERMS AFTER 48 HOURS**



# At a Glance

## ESOL Compliance for Administrators

2018-2019

<b>August/September</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Exiting Procedures (ETS/ACCESS/FSA)</li> <li><input type="checkbox"/> Registration, Testing &amp; Placement Procedures (Update A03, A21, A23)</li> <li><input type="checkbox"/> Update ELL Folders for LY students (Assign Accommodations, check schedule, Update ELL PLAN*)</li> <li><input type="checkbox"/> Annual Reviews* (DEUSS Aug./Sept. 2016 and 2017)</li> <li><input type="checkbox"/> Re-Evaluations* (DEUSS Aug./Sept. 2015 and before)</li> <li><input type="checkbox"/> Update PLAN DATE on A23</li> <li><input type="checkbox"/> Send dated Notification of Placement/Continuation letter*</li> <li><input type="checkbox"/> File ELL Plan/Parent Letter</li> <li><input type="checkbox"/> Run ELlevation Reports* to verify Data Entry</li> </ul>	<b>October</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Registration, Testing &amp; Placement Procedures new students (Update A03, A21, A23)</li> <li><input type="checkbox"/> Annual Reviews* (DEUSS Oct. 2016 and 2017)</li> <li><input type="checkbox"/> Re-Evaluations* (DEUSS Oct. 2015 and before) Requires ELL Committee Meeting* and L/S/R/W Assessment</li> <li><input type="checkbox"/> Update PLAN DATE on A23</li> <li><input type="checkbox"/> Send dated Notification of Placement/Continuation letter*</li> <li><input type="checkbox"/> File ELL Plan/Parent Letter</li> <li><input type="checkbox"/> Update ELL Folders and ELL Plans*</li> <li><input type="checkbox"/> FTE Verification Survey 2 - Run ELlevation Reports* to verify Data Entry</li> </ul>	<b>November/December</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Registration, Testing &amp; Placement Procedures new students (Update A03, A21, A23)</li> <li><input type="checkbox"/> Annual Reviews* (DEUSS Nov./Dec. 2016 and 2017)</li> <li><input type="checkbox"/> Re-Evaluations* (DEUSS Nov./Dec. 2015 and before) Requires ELL Committee Meeting* and L/S/R/W Assessment</li> <li><input type="checkbox"/> Send dated Notification of Placement/Continuation letter*</li> <li><input type="checkbox"/> File ELL Plan/Parent Letter</li> <li><input type="checkbox"/> Update PLAN DATE on A23</li> <li><input type="checkbox"/> Update ELL Folders and ELL Plans*</li> <li><input type="checkbox"/> Run ELlevation Reports* to verify Data Entry</li> </ul>	<b>January</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Registration, Testing &amp; Placement Procedures new students (Update A03, A21, A23)</li> <li><input type="checkbox"/> Annual Reviews* (DEUSS Jan. 2017 and 2018)</li> <li><input type="checkbox"/> Re-Evaluations* (DEUSS Jan. 2016 and before) Requires ELL Committee Meeting* and L/S/R/W Assessment</li> <li><input type="checkbox"/> Send dated Notification of Placement/Continuation letter*</li> <li><input type="checkbox"/> File ELL Plan/Parent Letter</li> <li><input type="checkbox"/> Update PLAN DATE on A23</li> <li><input type="checkbox"/> Update ELL Folders and ELL Plans*</li> <li><input type="checkbox"/> Run ELlevation Reports* to verify Data Entry</li> <li><input type="checkbox"/> Begin planning for ACCESS admin/FSA</li> </ul>
<b>February</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Registration, Testing &amp; Placement Procedures new students (Update A03, A21, A23)</li> <li><input type="checkbox"/> Annual Reviews* (DEUSS Feb. 2017 and 2018)</li> <li><input type="checkbox"/> Re-Evaluations* (DEUSS Feb. 2016 and before) Requires ELL Committee Meeting* and L/S/R/W Assessment</li> <li><input type="checkbox"/> Send dated Notification of Placement/Continuation letter*</li> <li><input type="checkbox"/> File ELL Plan/Parent Letter</li> <li><input type="checkbox"/> Update PLAN DATE on A23</li> <li><input type="checkbox"/> Update ELL Folders and ELL Plans*</li> <li><input type="checkbox"/> FTE Verification Survey 3 - Run ELlevation Reports* to verify Data Entry</li> </ul>	<b>March/April</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Registration, Testing &amp; Placement Procedures new students (Update A03, A21, A23)</li> <li><input type="checkbox"/> Annual Reviews* (DEUSS March/Apr. 2017 and 2018)</li> <li><input type="checkbox"/> Re-Evaluations* (DEUSS March/Apr. 2016 and before) Requires ELL Committee Meeting* and L/S/R/W Assessment</li> <li><input type="checkbox"/> Send dated Notification of Placement/Continuation letter*</li> <li><input type="checkbox"/> File ELL Plan/Parent Letter</li> <li><input type="checkbox"/> Update PLAN DATE on A23</li> <li><input type="checkbox"/> Update ELL Folders and ELL Plans*</li> <li><input type="checkbox"/> Run ELlevation Reports* to verify Data Entry</li> </ul>	<b>May/June</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Registration, Testing &amp; Placement Procedures new students (Update A03, A21, A23)</li> <li><input type="checkbox"/> Annual Reviews* (DEUSS May/June 2017 &amp; 2018)</li> <li><input type="checkbox"/> Re-Evaluations* (DEUSS May/June 2016 and before) Requires ELL Committee Meeting* &amp; L/S/R/W Assessment</li> <li><input type="checkbox"/> Send dated Notification of Placement/Continuation letter*</li> <li><input type="checkbox"/> File ELL Plan/Parent Letter</li> <li><input type="checkbox"/> Update PLAN DATE on A23</li> <li><input type="checkbox"/> Update ELL Folders &amp; ELL Plans*</li> <li><input type="checkbox"/> Run ELlevation Reports* to verify Data Entry</li> <li><input type="checkbox"/> Retention Meetings*</li> </ul>	<p>Please refer to the Bilingual/ESOL website for detailed procedures located in the ESOL Program Handbook</p> <p>For Support Contact Bilingual/ESOL Dept. 754-321-2590</p>

\*To be completed on ELlevation  
VBS/CC/AP 07/23/18



# At a Glance

## ESOL at a Glance Detailed Requirements 2018-2019

<p><b>Identification/Placement</b></p> <ul style="list-style-type: none"> <li>Upon registration, parents complete the HLS. If affirmative response to any of the 3 questions on the HLS assess students</li> <li>Administer the IPT L/S (Refer to Placement Chart in Section 2)</li> <li>Students scoring LES or NES are placed in the ESOL Program</li> <li>Provide the IMT/IMS the following: test scores (A20), LC, DEUSS Date, IM (Immigrant) Status (A03), PLAN Date and TIER (A23)</li> <li>After 48 hours, check if data is updated on ELlevation</li> <li>Generate ELL Plan*. Save, print and file in the ELL Folder</li> <li>Send dated Notification of Placement letter* home</li> <li>File a copy of the letter in ELL Folder</li> </ul> <p>Sections 1 &amp; 2 of ESOL Handbook</p>	<p><b>ELL Folders/ELL Plans</b></p> <ul style="list-style-type: none"> <li>Initiate an ELL Folder for students who qualify for the program</li> <li>Complete student demographic information and one box per year indicating the required documentation is enclosed</li> <li>Complete Programmatic Assessment and Academic Placement Review (back of folder)</li> <li>Generate ELL Plans* to demonstrate current services (current schedule, testing accommodations, assessment scores, etc.). Save, print and file in the ELL Folder</li> <li>At the beginning of the year, sign and date ELL Folder. Use checklist on ELL Folder to ensure all required documents are filed</li> <li>To order folders, email quantity, contact name, and school name to: <a href="mailto:esolrequests@browardschools.com">esolrequests@browardschools.com</a></li> </ul> <p>Section 3 of ESOL Handbook</p>	<p><b>Annual Reviews</b></p> <ul style="list-style-type: none"> <li>Based on student's DEUSS Date (e.g. August 2017 and August 2016) for years 2 and 3</li> <li>Conduct Annual Review Meetings* on ELlevation (within 30 days prior to anniversary date)</li> <li>Generate, print, and sign Student Meeting Report*</li> <li>File a copy of the Student Meeting Report in the ELL Folder</li> <li>Provide IMT/IMS with updated PLAN Date to enter on A23. PLAN DATE is the day of the "meeting"</li> <li>After 48 hours, check if data is updated on ELlevation</li> <li>Generate ELL Plan*. Save, print and file in ELL Folder</li> <li>Send dated Notification of Continuation of Services* letter home</li> <li>File a copy of the letter in the ELL Folder</li> </ul> <p>Section 7 of ESOL Handbook</p>	<p><b>REEVALS</b></p> <ul style="list-style-type: none"> <li>Based on student's DEUSS Date (e.g. August 2015, 2014, 2013, etc...) for years 4 and beyond</li> <li>Schedule and invite parents to an ELL Committee meeting. Print and file in the ELL Folder.</li> <li>Conduct a meeting* on ELlevation (within 30 days prior to anniversary date)</li> <li>Use ACCESS and FSA scores to make determination of continued placement</li> <li>Generate and print Student Meeting Report* with all present participants' signatures</li> <li>File a copy of the Student Meeting Report in the ELL Folder</li> <li>Provide IMT/IMS with updated PLAN Date to enter on A23. PLAN DATE is the day of the "meeting"</li> <li>After 48 hours, check if data is updated on ELlevation</li> <li>Generate ELL Plan*. Save, print and file in ELL Folder</li> <li>Send dated Notification of Continuation of Services*</li> <li>File a copy of the letter in the ELL Folder</li> </ul> <p>Section 7 of ESOL Handbook</p>
<p><b>Accommodations</b></p> <ul style="list-style-type: none"> <li>Assign on ELlevation: Student List-&gt;Active LY Students-&gt;Assign-&gt;Edit-&gt;Assign Accommodations*</li> <li>Provided to LYs on a regular basis (for teacher-created tests, chapter tests, as well as statewide assessments)</li> <li>Documented on teachers' lesson plans</li> <li>State approved accommodations are: Flexible Scheduling, Assistance in the Heritage Language, Approved Dictionary and/or Glossary, Flexible Setting</li> <li>Flexible setting requires a dated parent notification letter to be sent home and a copy filed in ELL folder</li> <li>Generate, save, print, and file ELL Plan* with updated accommodations in ELL Folder</li> </ul> <p>Section 5 of ESOL Handbook</p>	<p><b>Exit</b></p> <ul style="list-style-type: none"> <li>If student met State criteria, ETS will automate the exit process on TERMS (PLAN &amp; EXIT Date, Basis of EXIT, TIER, LEP Status, and Program Code)</li> <li>If student is exited via ELL Committee, conduct a Meeting on ELlevation*</li> <li><u>After Student Has Exited:</u></li> <li>Generate Parent Notification of EXIT* letter and file in ELL Folder</li> <li>After 48 hours, check if data is updated on ELlevation</li> <li>Generate ELL Plan*. Save, print and file in ELL Folder</li> </ul> <p>Section 6 of ESOL Handbook</p>	<p><b>Post Exit Monitoring</b></p> <ul style="list-style-type: none"> <li>Monitor LF students for 2 years</li> <li>Monitoring is completed at four specified times based on the exit date</li> <li>LF Monitoring Year 1: 1<sup>st</sup> report card, End of 1<sup>st</sup> semester, and End of 1<sup>st</sup> year</li> <li>LF Monitoring Year 2: End of 2<sup>nd</sup> year</li> <li>Conduct a Post-Exit Monitoring Meeting*</li> <li>Gather information from classroom teacher (grades, progress, etc.)</li> <li>File current report card along with a signed and dated Student Meeting Report</li> </ul> <p>Section 6 of ESOL Handbook</p>	<p><b>ELlevation</b></p> <ul style="list-style-type: none"> <li>Use Student List to identify ELLs on a monthly basis (Student List-&gt;Views-&gt;Shared With Me-&gt;Reports-&gt;Active LY Students-&gt;Export to CSV)*</li> <li>Use Data Dashboard to identify languages represented by number of LYs and LFs (Student List-&gt;Shared View "Composite")*</li> <li>Generate required letter: Student List-&gt;Select all students from Saved View of LY-&gt;Reports-&gt;Select Parent Letter-&gt;Adjust Parent Letter Options-&gt;Generate Letter-&gt;Print*</li> <li>Generate ELL Plan: Student List-&gt;Select all or individual students from Saved View-&gt;Reports-&gt;ELL Plan-&gt;Save-&gt;Print*</li> </ul> <p>Section 12 of ESOL Handbook</p>

\*To be completed on ELlevation

CC/VBS/SB/AP 09/20/2018



# An English Language Learner (ELL):

Was **not** born in the U.S.A. and whose native language is a language other than English

OR

Comes from home environment where a language other than English is spoken

OR

Is American Indian or Alaskan native, who comes from an environment where a language other than English has had a **significant impact** on his or her level of English language

AND

Has sufficient difficulty **speaking, reading, writing, or listening** to the English language.



# Immigrant children and youth:

**Are  
ages  
3-21**

**and**

**Were not  
born in any  
State or U.S.  
territory or  
possession  
(PR)**

**and**

**Have **not** been  
attending one  
or more schools  
in any one or  
more States for  
more than 3 full  
academic  
years.**





# Saved Student Views

The screenshot displays the ELL Elevation software interface. At the top, the navigation bar includes the 'ELL ELEVATION' logo, dropdown menus for 'Students', 'Reports', and 'Instruction', and a search bar labeled 'Find'. Below this, a secondary toolbar contains icons for 'Filters', 'Fields', and 'Chart', along with 'Save As' and 'Clear All' buttons. The 'Views' menu is highlighted with a red circle and a red arrow pointing to it. The 'Views' dropdown menu is open, showing a search bar 'Search saved views' and three categories: 'All Views', 'My Saved Views', and 'Shared With Me'. The 'Shared With Me' category is highlighted with a yellow circle. A list of saved views is displayed, including '5th-grade Composite score Chart', 'Active LY Students' (highlighted with a green circle and a green arrow), 'Forest Glenn MS DLA', 'K-2 Exit 2018', and 'LF View' (highlighted with a blue circle and a blue arrow). The 'LF View' description is 'LF Report of students who exited based on the 2017...'. At the bottom of the list, there is a 'Show Archived' checkbox and a 'Configure Defaults' button.

ELL ELEVATION Students ▾ Reports ▾ Instruction ▾ Find

Views ▾ Filters Fields Chart Save As Clear All

Load View Search saved views

All Views

My Saved Views

Shared With Me

5th-grade Composite score Chart

Active LY Students  
Students who re Active LY Students in the ESOL Pro

Forest Glenn MS DLA  
Students with Level 1/2/a1/a2

K-2 Exit 2018  
Students eligible to exit based on 2017/2018 exit Criteria

LF View  
LF Report of students who exited based on the 2017...

Show Archived Configure Defaults



# Active LY View



Active LY Students

Students who re Active LY Students in the ESOL Pr...



- Run **Active LY View** from the Student List
- Download file in Excel
- **Sort** by DEUSS Date (Oldest to Newest)
- Analyze Data for students needing **REEVALs, Annual Reviews, updating PLAN dates**, etc.
- Check for possible **errors** (Language CLASS, Basis of Entry, DEUSS Date)



# Student View

Schools Teachers Reports ▾ Instruction ▾

Filters ▾



Fields

Chart

Save As

Clear All

34,377 Students

Add to Group ▾

Edit ▾

Reports ▾

Add Student



<input type="checkbox"/> Student ▴▾	Test ID # ▴▾	Composite Level ▴▾	ESOL Status ▴▾	Grade Level
<input type="checkbox"/>		3.9 - Developing	LY (ELL Current)	4
<input type="checkbox"/>		4.2 - Expanding	LY (ELL Current)	7
<input type="checkbox"/>		4.9 - Expanding	LY (ELL Current)	10
<input type="checkbox"/>		3.5 - Developing	LY (ELL Current)	1
<input type="checkbox"/>		3.6 - Developing	LY (ELL Current)	1
<input type="checkbox"/>		3.9 - Developing	LY (ELL Current)	2
<input type="checkbox"/>		3.4 - Developing	LY (ELL Current)	K



# Meetings and Decisions

The screenshot shows the Elevation web application interface. At the top, there's a navigation bar with 'Home', 'Students', 'Reports', 'Resources', and 'Admin'. Below this, a section titled '2nd Year Annual Evaluation' displays four large boxes with counts: 2180 UNSCHEDULED, 204 SCHEDULED, 548 OPEN, and 10375 FINALIZED. A sidebar on the left contains filters for Student Name, Schools (Silver Lakes Element...), Grades (All), Teacher (All), Meeting Attendees (me), and Groups (All). The main content area shows a table of 3 students meeting the search criteria. A 'Perform Action' dropdown menu is open, showing options: Student Meeting Report, Meeting Minutes, View Meeting, and Delete Meeting(s).

STUDENT	GRADE	MEETING DATE	FINALIZE DATE
JIANG, LISA #0615042019	2	9/18/2015	6/15/2016
JIANG, KEVIN #0616049289	1	9/23/2016	9/8/2016
LAURENT, GERMINA #0616077259	1	9/23/2016	9/8/2016

Remember to generate and sign the **Student Meeting Report** at time of meeting.

**After 48 Hours:** Print Parent Notification Letter and ELL Plan





## Annual Review

For students entering a US school in 2016-2017 or 2017-2018

- ✓ Recommendations for continued placement for ELLs entering years **2 and 3** based on DEUSS (within 30 days)
- ✓ ELL Committee Meeting is **not** required
- ✓ Complete Me, Myself & I Meeting on ELlevation
- ✓ Print meeting report, sign, and date
- ✓ Generate Parent Letter with letter mailing date (Notification of Continuation)
- ✓ Update ELL PLAN Date on TERMS
- ✓ Ensure Testing Accommodations are updated for current school year
- ✓ Generate and **save** ELL Plan within the required 30 day timeline and file in ELL Folder

## REEVALS

For students entering a US school in 2015-2016 or earlier

- ✓ Recommendations for ELLs entering years **4, 5, 6** and beyond based on DEUSS (within 30 days)
- ✓ ELL Committee **IS** required.
- ✓ Current data must be reviewed to make recommendation for continuation of services. After Oct. 1<sup>st</sup> IPT assessment (L/S/R/W) must be administered; however, do not update language classification if they have ACCESS scores.
- ✓ Print ELL committee meeting report at time of meeting. Have all members (and parent) sign meeting report and date.
- ✓ Update PLAN Date and REEVAL date on TERMS (date of ELL Committee Meeting and PLAN date shall match.)
- ✓ Generate Dated Parent Letter (Notification of Continuation) and file in ELL folder
- ✓ Ensure Testing Accommodations are updated for current
- ✓ Generate and **save** ELL Plan within the required 30 day timeline and file in ELL Folder



## Section 7 of ESOL Handbook

# What's the difference?

## Annual Reviews

Recommendations for continued placement for ELLs entering years 2 and 3

- ELL Committee Meeting is not required
- TERMS: update PLAN DATE
- ELlevation: Me, Myself & I Meeting

## REEVALS (Extension of Services)

Recommendations for ELLs entering years 4, 5, 6 and beyond

- IPT assessment (L/S/R/W) **must** be administered
- ELL Committee **IS required** and must substantiate 2 out of 5 state approved rationale
- **TERMS:** Update PLAN and REEVAL dates (date of ELL Committee Meeting)



# ELL Committee Meetings

**Two** of the state approved criteria must be substantiated in the Student Meeting Report as well as notes with **specific goals** in ELlevation to document and support recommendation for exiting or continuing in the ESOL Program.

Notes: Student scored a 2.5 in the reading section of ACCESS 2.0 and scored a 2 on FSA ELA. He will benefit from remaining ESOL program.

**What specific goal can be written for this student?**



# Functions of the ELL Committee

## Effective July 1, 2018

### Function

- Resolve any issues affecting instructional decisions of an ELL
- May make program placement recommendations
- Meeting must be performed on ELlevation

### Members

#### **Minimum of 3 School Personnel**

- Administrator or designee
- ESOL teacher
- Home language teacher (if applicable)
- Classroom/subject area teacher(s)
- School counselors, school social workers, school psychologists
- Other educators as appropriate

**Parents must always be invited to attend**  
(Dated Parent Invitation letter)

\*Signatures in blue or black ink are required for all participants including administrators. Parent(s) and/or guardians are always invited, however, if they do not attend, the meeting still take place. The outcome of the meeting is made available to parents in writing via the Parent Notification Letter in their native language and filed in the ELL Folder.



# Parent Letters & ELL Plans

LEVATION

Students ▾ Reports ▾ Instruction ▾

Find

Views ▾

Filters ▾ × Fields Chart Save As Clear All

Designation is any of x

ESOL Status is any x  
LY (ELL Current)

Grade Level is any of x

OR

253 Students

Add to Group ▾ Edit ▾ Reports ▾

Student ▾

ACEBAL HERRERA, NICOLE

ACOSTA PUIG, CHRISTOPHER

AGAH, KAILA

AGUIAR, NICOLAS

AHMED, MUHAMMAD

ALONSO, ANTHONY

ALVARADO, ADRIAN

ALVAREZ, JOSE

AMAYA, LEONARDO

ESOL Status ▾

Grade Level ▾

LY (ELL Current)

1

ESOL Summary

WIDA ELP Standards Report

ELL Plan

Scale Score Comparison Report

State Testing Accommodations Report

Classroom Modifications Report

Student Schedule Report

Monitoring Report Form

All options

Generating a large number of documents may take several minutes to complete. For faster results, narrow down your list.

Reports  
Generate individual student reports

Parent Letters  
Generate individual parent letters

Listings  
Generate student list reports

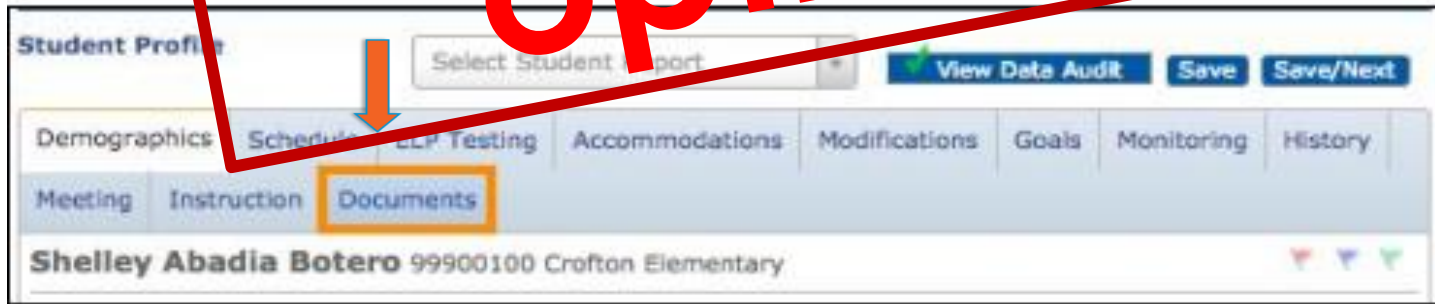
Export to CSV  
Students who match current filters





# Document Storage

- Choose the student for whom you want to add documents. You can click on the student's name from the Student List or Search.
- In the Student Profile, select the "Documents" tab



Docs to Upload

- Home Language Survey (Registration)
- Initial Classification Form
- ELL Committee Invitation Letter
- ELL Committee Meeting Report (with signatures)
- Flexible Setting Letter
- Student work samples
- Report Cards
- PMPs



# Tier Placement

<b>TIER PLACEMENT (TERMS A23 PANEL)</b>	<b>2017-18 ACCESS FOR ELLs 2.0 Overall Proficiency Scores</b>	<b>Date Entered U.S School (DEUSS)</b>
<b>A</b>	1.0-2.0	07/01/2018 or after
<b>B</b>	2.1-3.0	Between 07/01/2016 and 06/30/18
<b>C</b>	3.1-6.0	Before 07/01/2016



TIER for Pre-K and KG = “Z”

## ESOL Information Required for REEVALs (students who remain in the program)

PANEL:            **A23** ENGLISH LANGUAGE LEARNERS **YEAR: 1980**

STDT:            SCHL:            GR:            ST: **A**

PROG: REFDTF            TYP/CODE            SPECIALIST           

100212 E 130 ESOL

DATES: CLASS ENTRY **PLAN #1** EXIT **REEVAL #2** RECLASS-EXIT BASIS BASIS FUND-CODE: **E**

                                            ENTRY/X1 X2 EXT INS STAT

           TST ENTRY TST TST TST TST **Z Z Z** **Z A**

           ID DATE/SCORE ID DATE/SCORE ID DATE/SCORE LC LEP ELL/PRG: **E**

TEST:            ID DATE/SCORE ID DATE/SCORE ID DATE/SCORE LC LEP PAR SURV-DTE

LISTENING:                                                                   LY HC 10022012

SPEAKING:                                                                   TIER PLACEMENT:           

READING:                                                                  

WRITING:                                                                  

CLASS: COURSE SEC/M SCHL T DAYS TIMES MINS FLGS ST

10004100	203	5416	INTENS	READ	2	MTWRF	1313	1413	300	A
10004100	903	5416	INTENS	READ	1	MTWRF	1313	1413	300	A
10014000	101	5416	ENG	4	1	MTWRF	0923	1023	300	Y A
10014000	801	5416	ENG	4	2	MTWRF	0923	1023	300	Y A

TOTAL: 1800

PF1=HELP 3=EXIT 7=BKWD 8=FWD 9=NXT PAGE 10=DEL 12=ESCAPE

ONLINE 1.27 TERML: QPADEV

PANEL: _____	A21. TEST SCORE		YEAR: 19____
STDT: _____	ST: _____	SCHL: _____	GR: 12 ST: A
DATE: _____	TEST: IPT _____	IDEA / LANG PROFICIENCY T SCHL: _____	GR: 12 US P
			R: 2
SUBTEST NATL DES		SUBTEST NATL DES	
PCT ID		PCT ID	
LISTEN #3			
SPEAKING #3			
READING	#4		
WRITING	#5		

Field US P (progress)

# Reminder: A21 Panel Required Information

**DATE** MMDDYY

**TEST**

- IPT (Listening/Speaking only)- Entry
- KEA - Grades 3-12 (Reading/Writing)-**Entry**
- IPT (Listening/Speaking & Reading/Writing)-**REEVAL**

**US:** A code used to specify whether the test is a “PRE” or “POST” test.

- E – Entering ESOL for the first time
- P – Yearly Progress

**SCORE** (National Percent)- Four Digit (ex.0050)

**DES ID**

- Reading (use codes: **NER, LER or CER**) REEVAL
- Writing (use codes: **NEW, LEW or CEW**) REEVAL



# Monitoring After Exit

2-year period:



After satisfactory performance  
during  
2-year monitoring period,  
ELL Code Changes from **LF** to **LZ**



# Monitoring After Exit in ELLevation



Home Students Reports Resources Admin

2nd Year Annual Evaluation 3rd Year Annual Evaluation 4th Year Reevaluation 5th Year Reevaluation  
6th Year Reevaluation Additional Reevaluation Meeting Initial Placement Meeting Post-Exit Monitoring Meeting  
Retention Meeting Exiting Meeting Additional Meeting

## Post-Exit Monitoring Meeting

6563

UNSCHEDULED

307

SCHEDULED

318

OPEN

### Student Name

Filter by name or ID

### Schools

All

### Grades

All

### Teacher

6563 students meet the search criteria [Clear Filter]

<input type="checkbox"/>	STUDENT	GRADE	M
<input type="checkbox"/>	ABAC, WALTER #0612130171	4	
<input type="checkbox"/>	ABAD, MELANYA #0614010418	3	
<input type="checkbox"/>	ABADI, JEREMY #0615026771	1	



Home Students Reports Resources Admin

2nd Year Annual Evaluation 3rd Year Annual Evaluation 4th Year Reevaluation 5th Year Reevaluation  
6th Year Reevaluation Additional Reevaluation Meeting Initial Placement Meeting Post-Exit Monitoring Meeting  
Retention Meeting Exiting Meeting Additional Meeting

## Post-Exit Monitoring Meeting

6563

UNSCHEDULED

307

SCHEDULED

318

OPEN

6165

FINALIZED

### Student Name

Filter by name or ID

### Schools

All

### Grades

All

### Teacher

6563 students meet the search criteria [Clear Filters]

<input type="checkbox"/>	STUDENT	GRADE	MEETING DATE	STA	
<input checked="" type="checkbox"/>	ABAC, WALTER #0612130171	4	---	UnScheduled	⚙
<input type="checkbox"/>	ABAD, MELANYA #0614010418	3	---	UnScheduled	⚙
<input type="checkbox"/>	ABADI, JEREMY #0615026771	1	---	UnScheduled	⚙

Perform Action

Schedule Meeting(s)

Open & Perform Meeting(s)





# Scenarios



### **Monitoring LF Students**

The ESOL Contact obtains exited students' data (ELL status and EXIT date) from the IMT/IMS and ELlevation in order to provide teachers with a list of exited students (LF) to be monitored for 2 years from the exit date.

Exited students' academic performance is monitored on an ongoing basis by gathering information from classroom teachers such as class performance, grades, and/or test results and documented via a post-exit Monitoring Meeting in ELlevation. File current report card along with a signed and dated Student Meeting Report. Please refer to Section 12 for procedures documenting a meeting on ELlevation.

Exited students' academic performance is also monitored at these four specified times:

- First report card
- End of first semester
- End of first year
- End of second year

If the student's performance is **satisfactory**, the ESOL Contact records the information under Post-Exit Meeting in ELlevation. The student is monitored for two (2) years following his/her exit.

If the student's performance is **not satisfactory**, the ESOL Contact dates, signs, and records a comment to that effect on ELlevation by convening an Additional Meeting and filing a copy in the ELL folder. An ELL Committee is convened and the parent(s) is/are invited. The ELL Committee determines if the student's academic underperformance is related to his/her English language ability.

***The ELL Committee may recommend reentry into the ESOL Program or placement in other appropriate programs, which will address the current needs of the student.***



# Title III Language Enrichment Camp

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

DANIEL GOHL  
CHIEF ACADEMIC OFFICER

December 18, 2018

Signature on File

**ACTION  
REQUIRED**

TO: All Principals

FROM: Daniel Gohl  
Chief Academic Officer

VIA: Valerie Wanza, Ph.D.  
Chief School Performance & Accountability Officer

SUBJECT: **TITLE III-LANGUAGE ENRICHMENT CAMP ALLOCATION FOR ENGLISH  
LANGUAGE LEARNERS**

**ACTION:** Principals can access <http://www.broward.k12.fl.us/esol/lec/index.asp> to obtain their Title III Language Enrichment Camp allocation and all required documentation. The attached Technical Assistance Paper provides guidance on completing the application successfully. **The deadline for applying for this allocation is January 18, 2019.**

**RATIONALE:** Title III, Part A Grant funds are available through the Bilingual/ESOL Department to implement the 2018-2019 Language Enrichment Camp (LEC) for active English Language Learners (ELLs). This funding will be used to focus on enrichment opportunities in the core content areas of mathematics, science, and literacy to assist ELLs (LYs) with academic achievement and English language acquisition. The school LEC allocation is provided via an application process that is data-driven, based on FSA and/or additional math, reading, and science data, and proficiency on the four domains of ACCESS 2.0 for ELLs: listening/speaking, reading and writing.

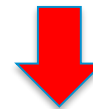
If you have any questions, please contact Victoria Saldala, Director, Bilingual/ESOL Department, at [victoria.saldala@browardschools.com](mailto:victoria.saldala@browardschools.com), or Leyda Sotolongo, Curriculum Supervisor, at [leyda.sotolongo@browardschools.com](mailto:leyda.sotolongo@browardschools.com) or by calling the main number at 754-321-2890.

DG/VW/VBS/jas

Attachments

c: Senior Leadership Team  
School Performance & Accountability Directors  
Office of Academics Directors





Courses will be available for registration during **the registration window**. See below for directions on finding a course. Click [here](#) to view the Registration and Cancellation Fee Policy. BVU Courses are accessed through **Canvas**. For more information on a course, click the title.

	SUMMER Registration Window 4/16/18 - 6/1/18 Refund Deadline 6/4/18 Start Date 6/11/18	FALL I Registration Window 8/6/18 - 9/14/18 Refund Deadline 9/17/18 Start Date 9/24/18	FALL II Registration Window 8/6/18 - 9/29/18 Refund Deadline 10/1/18 Start Date 10/8/18	SPRING I Registration Window 1/7/19 - 2/9/19 Refund Deadline 2/12/19 Start Date 2/18/19	SPRING II Registration Window 1/7/19 - 3/8/19 Refund Deadline 3/11/19 Start Date 3/18/19
<b>ESOL CAT I Endorsement</b>					
CAT I Applied Linguistics, 8 weeks, 60 points	X		X		X
CAT I Cross-Cultural Communications, 8 weeks, 60 points			X		X
CAT I Curriculum & Materials, 8 weeks, 60 points	X	X		X	
CAT I Methods of Teaching ESOL, 8 weeks, 60 points		X		X	
CAT I Testing & Evaluation, 8 weeks, 60 points	X		X		X
<b>ESOL CAT II Endorsement</b>					
CAT II ESOL Strategies for Content Areas, 8 weeks, 60 points	X	X	X	X	X
<b>ESOL CAT III Endorsement</b>					
CAT III Issues & Strategies for Teaching, 4 weeks, 18 points	X	X		X	
CAT III for Student Services Providers, 4 weeks, 18 points			X		X
<b>ESOL CAT IV Endorsement</b>					
CAT IV ESOL Administrators & Guidance, 8 weeks, 60 points				X	
<b>Reading Endorsement</b>					
Foundations of Literacy (Comp 1), 8 weeks, 60 points	X	X		X	
App of Research Based Literacy Practices (Comp 2), 8 weeks, 60 points	X	X		X	
Foundations of Literacy Assessment (Comp 3), 8 weeks, 60 points			X		X
Differentiated Reading Instruction (Comp 4), 8 weeks, 60 points	X		X		X
Demonstration of Accomplished Practices (Comp 5), 10 weeks, 60 points *		X		X	X
* Comps 1-4 must be on your record before registering for Comp 5.					

Courses are subject to be cancelled due to low enrollment or other unforeseen circumstances.

To search for BVU courses in MyLearningPlan:

1. Under Activity Catalogs, click **BVU and Public Activities**.
2. Do not type anything in the search term box...simply click the word **Search**.

NOTE: Any activity that is offered for a session will populate under Search Results during its registration period only.



# 2019 ESOL ACADEMIC COMPETITION

(Middle & High School ELLs)



**THEME: NAVIGATING THE PATH TO BILITERACY**  
**WHEN: SATURDAY, APRIL 27, 2019**  
**WHERE: PIPER HIGH SCHOOL**



Information will arrive in your inbox shortly!

# ESOL Parent Leadership Council 2018-2019

## CHAIR

Maria Gabriela Salas

## VICE-CHAIR

Elizabeth Laverde

## SECRETARY

Dinorah Rodriguez

## Meetings

**Wednesday, January 17, 2019**

6:30 to 8:30 pm

Deerfield Beach Middle School

701 SE 6<sup>th</sup> Ave. Deerfield Beach, FL 33441

Topic: Everything you need to know about ESOL

**Wednesday, January 24, 2019**

10:00 a.m. – 12:00 p.m.

Southwest Regional Library

16835 Sheridan St. Pembroke Pines, FL 33331

Topic: Programs offered by the District





# PARENT OUTREACH CENTERS

Park Ridge ES – Open Mondays

Tamarac ES – Open Mondays

Oriole ES – Open Thursdays

**Outreach Office – Daily 8:00 a.m. to 4:00 p.m.**

*For more information call the Parent Outreach Office at*

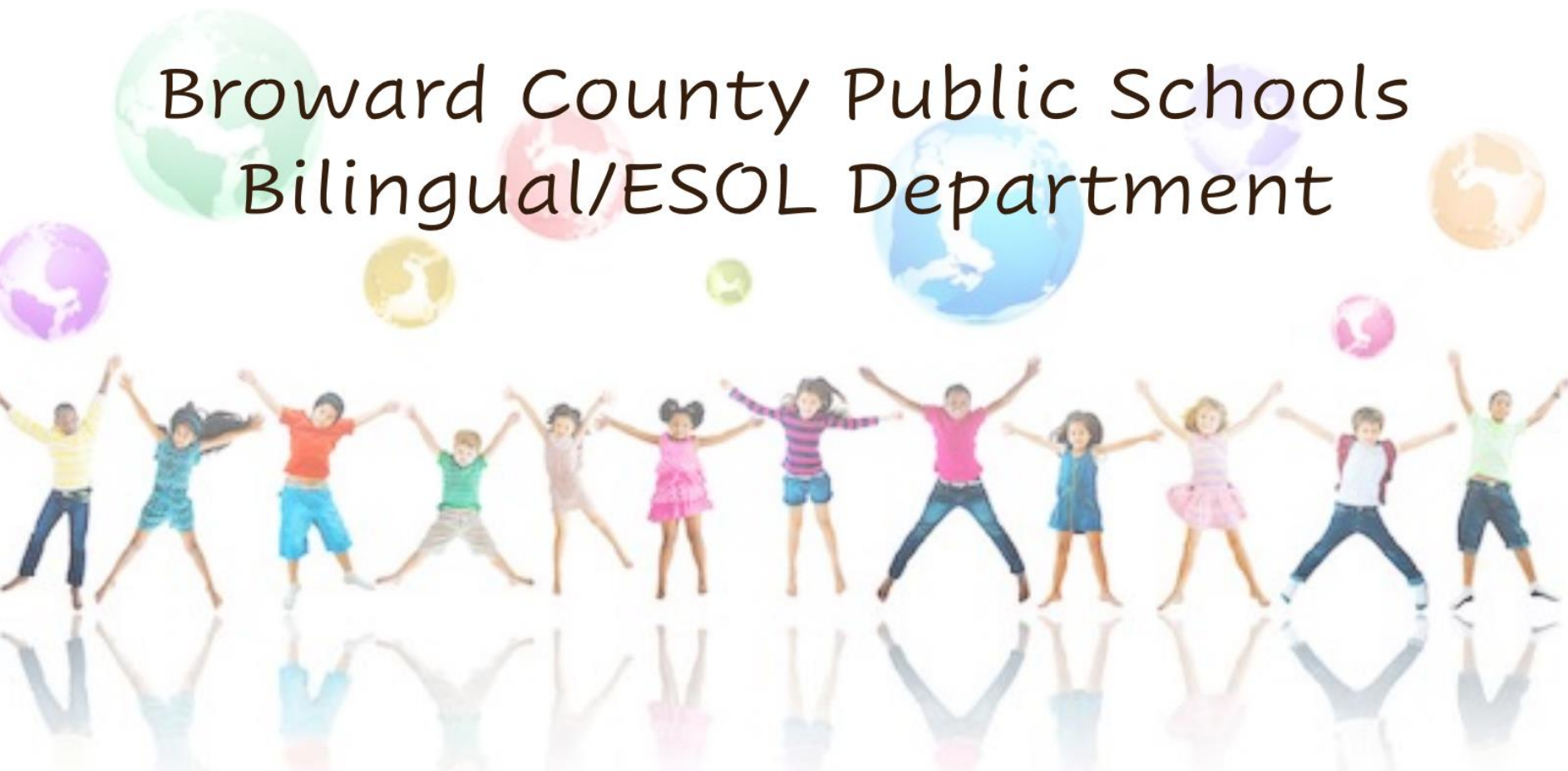
*754-321-2951*



**BROWARD COUNTY PUBLIC SCHOOLS**

# Electronic Newsletter

## Broward County Public Schools Bilingual/ESOL Department



<https://sway.office.com/H8RGL37Gk1le129z?ref=Link>





@BrowardESOL



Broward  
Bilingual  
ESOL  
Department



Broward  
ESOL



**Follow Us On Social Media**



# ESOL CONTACT MEETINGS

Touch Base Tuesday  
Tuesday, February 5, 2019  
10:00 AM or 3:00 PM

**Next Touch-Base Tuesday: February 5, 2019**

**Next Face-to-Face/Adobe: April 17 & 18, 2019**



# SIGN UP FOR PROFESSIONAL DEVELOPMENT



Training Name	Dates	Location	Time/ Registration
ESOL WIDA Framework K-5	January 16, 2019	Coral Springs Middle School	8:00 a.m. - 3:00 p.m. via LAB
ESOL WIDA Framework 6 -12	January 16, 2019	Coral Springs Middle School	8:00 a.m. - 3:00 p.m. via LAB
Annual Parent Seminar <b>Theme</b> Parent and Family Engagement: Cultivating a rich future.	February 2, 2019	Signature Grand	TBA
ESOL Quarterly Meeting	January 9, 2019	Young at Art Multipurpose Room	3:30 -5:00
ESOL Quarterly Meeting	January 10, 2019	Skype	10:00 a.m. OR 3:00 p.m.







**Vicky B. Saldala**, Director

**Leyda Sotolongo**, ESOL Curriculum Supervisor

**Stephanie Bustillo**, Educational Specialist

**Melinda Mayers**, Educational Specialist

**TBA**, Parent Outreach Specialist

**Blanca Guerra**, World Language Curriculum Supervisor

**Idalina Orta**, Dual Language Specialist

**Reina Murray**, Bilingual Guidance Counselor

**Celina Chavez**, Educational Specialist, Charter School  
Support

754-321-2590 KCW

754-321-2951 Pembroke Pines

<http://esol.browardschools.com>

