

Monthly ESOL Compliance
2019-2020

<p style="text-align: center;">August/September</p> <ul style="list-style-type: none"> <input type="checkbox"/> Follow procedures for students meeting EXIT criteria <input type="checkbox"/> Registration: Testing & Placement Procedures (A03, A21, A23) All Plan dates are updated to the beginning of the School Year <input type="checkbox"/> Generate/Update ELL Folders for LY students (Assign Accommodations, Check schedules, ELL PLAN*) <input type="checkbox"/> Annual Reviews* (DEUSS Aug./Sept. 2018 and 2017) <input type="checkbox"/> Re-Evaluations* (DEUSS Aug./Sept. 2016 and before) <input type="checkbox"/> Send home Notification of Placement/Continuation letter* and file in ELL Folder within 30 days <input type="checkbox"/> Generate, Save and File Updated ELL Plan* based on DEUSS Date <input type="checkbox"/> Generate ELLevation Reports* to verify Data Entry 	<p style="text-align: center;">October</p> <ul style="list-style-type: none"> <input type="checkbox"/> Registration: Testing & Placement Procedures (A03, A21, A23) All Plan dates are updated based on DEUSS <input type="checkbox"/> Annual Reviews* (DEUSS Oct. 2018 and 2017) <input type="checkbox"/> Re-Evaluations* (DEUSS after Oct. 1, 2016 and before) Requires ELL Committee Meeting* and L/S/R/W Assessment <input type="checkbox"/> Send home Notification of Placement/Continuation letter* and file in ELL Folder within 30 days of DEUSS <input type="checkbox"/> Generate, Save and File Updated ELL Plans* based on DEUSS Date <input type="checkbox"/> FTE Verification Survey 2 - Generate ELLevation Reports* to verify Data 	<p style="text-align: center;">November/December</p> <ul style="list-style-type: none"> <input type="checkbox"/> Registration: Testing & Placement Procedures (A03, A21, A23) All Plan dates are updated based on DEUSS <input type="checkbox"/> Annual Reviews* (DEUSS Nov/Dec 2018 and 2017) <input type="checkbox"/> Re-Evaluations* (DEUSS after Oct. 1, 2016 and before) Requires ELL Committee Meeting* and L/S/R/W Assessment <input type="checkbox"/> Send home Notification of Placement/Continuation letter* and file in ELL Folder within 30 days of DEUSS <input type="checkbox"/> Generate, Save and File Updated ELL Plans* based on DEUSS Date <input type="checkbox"/> Generate ELLevation Reports* to verify Data Entry 	<p style="text-align: center;">January</p> <ul style="list-style-type: none"> <input type="checkbox"/> Registration: Testing & Placement Procedures (A03, A21, A23) All Plan dates are updated based on DEUSS <input type="checkbox"/> Annual Reviews* (DEUSS Jan. 2018 and 2019) <input type="checkbox"/> Re-Evaluations* (DEUSS Jan. 2017 and before) Requires ELL Committee Meeting* and L/S/R/W Assessment <input type="checkbox"/> Send dated Notification of Placement/Continuation letter* and file in ELL Folder within 30 days of DEUSS <input type="checkbox"/> Generate, Save and File Updated ELL Plans* based on DEUSS Date <input type="checkbox"/> Generate ELLevation Reports* to verify Data Entry <input type="checkbox"/> Begin planning for ACCESS admin. Verify Tier levels (A-C, Z)
<p style="text-align: center;">February</p> <ul style="list-style-type: none"> <input type="checkbox"/> Registration: Testing & Placement Procedures (A03, A21, A23) All Plan dates are updated based on DEUSS <input type="checkbox"/> Annual Reviews* (DEUSS Feb. 2018 and 2019) <input type="checkbox"/> Re-Evaluations* (DEUSS Feb. 2017 and before) Requires ELL Committee Meeting* and L/S/R/W Assessment <input type="checkbox"/> Send home Notification of Placement/Continuation letter* and file in ELL Folder within 30 days of DEUSS <input type="checkbox"/> Generate, Save and File Updated ELL Plans* based on DEUSS Date <input type="checkbox"/> FTE Verification Survey 3 - Run ELLevation Reports* to verify Data Entry <input type="checkbox"/> Plan for Testing (Dictionary, glossary, extended time, setting, etc.) 	<p style="text-align: center;">March/April</p> <ul style="list-style-type: none"> <input type="checkbox"/> Registration: Testing & Placement Procedures (A03, A21, A23) All Plan dates are updated based on DEUSS <input type="checkbox"/> Annual Reviews* (DEUSS March/Apr. 2018 and 2019) <input type="checkbox"/> Re-Evaluations* (DEUSS March/Apr. 2017 and before) Requires ELL Committee Meeting* and L/S/R/W Assessment <input type="checkbox"/> Send home Notification of Placement/Continuation letter* and file in ELL Folder within 30 days of DEUSS <input type="checkbox"/> Generate, Save and File Updated ELL Plans* based on DEUSS Date <input type="checkbox"/> Generate ELLevation Reports* to verify Data Entry 	<p style="text-align: center;">May/June</p> <ul style="list-style-type: none"> <input type="checkbox"/> Registration: Testing & Placement Procedures (A03, A21, A23) All Plan dates are updated based on DEUSS <input type="checkbox"/> Annual Reviews* (DEUSS May/June 2018 & 2019) <input type="checkbox"/> Re-Evaluations* (DEUSS May/June 2017 and before) Requires ELL Committee Meeting* & L/S/R/W Assessment <input type="checkbox"/> Send home Notification of Placement/Continuation letter* and file in ELL Folder within 30 days of DEUSS <input type="checkbox"/> Generate, Save and File Updated ELL Plans* based on DEUSS Date <input type="checkbox"/> Review BASIS, Rtl Data to schedule Retention Meetings* 	<p style="text-align: center;">Please refer to the Bilingual/ESOL SharePoint website for detailed procedures located in the ESOL Program Handbook</p> <p style="text-align: center;">CANVAS https://browardschools.instructure.com/courses/598658</p> <p style="text-align: center;">SHAREPOINT https://browardcountyschools.sharepoint.com/sites/Intranet/Academics/learning/ELL/Pages/default.aspx</p> <p style="text-align: center;">For Support Contact Bilingual/ESOL Dept. 754-321-2590</p>

*To be completed on ELLevation

SB/CC/AP/MM 05/31/2019