Monthly ESOL Compliance

2019-2020							
	August/September		October		November/December		January
	Follow procedures for students meeting		Registration: Testing & Placement		Registration: Testing & Placement		Registration: Testing & Placement
	EXIT criteria		Procedures (A03, A21, A23) All Plan		Procedures (A03, A21, A23) All Plan		Procedures (A03, A21, A23) All Plan
	Registration: Testing & Placement		dates are updated based on DEUSS		dates are updated based on DEUSS		dates are updated based on DEUSS
	Procedures (A03, A21, A23) All Plan dates		Annual Reviews* (DEUSS Oct. 2018		Annual Reviews* (DEUSS Nov/Dec		Annual Reviews* (DEUSS Jan. 2018 and
	are updated to the beginning of the		and 2017)		2018 and 2017)		2019)
	School Year		Re-Evaluations* (DEUSS after Oct. 1,		Re-Evaluations* (DEUSS after Oct. 1,		Re-Evaluations* (DEUSS Jan. 2017 and
	Generate/Update ELL Folders for LY		2016 and before) Requires ELL		2016 and before) Requires ELL		before) Requires ELL Committee
	students (Assign Accommodations, Check		Committee Meeting* and L/S/R/W		Committee Meeting* and L/S/R/W		Meeting* and L/S/R/W Assessment
	schedules, ELL PLAN*)		Assessment		Assessment		Send dated Notification of
	Annual Reviews* (DEUSS Aug./Sept. 2018		Send home Notification of		Send home Notification of		Placement/Continuation letter* and
	and 2017)		Placement/Continuation letter* and		Placement/Continuation letter* and		file in ELL Folder within 30 days of
	Re-Evaluations* (DEUSS Aug./Sept. 2016		file in ELL Folder within 30 days of		file in ELL Folder within 30 days of		DEUSS
	and before)		DEUSS		DEUSS		, ,
	Send home Notification of		Generate, Save and File Updated ELL		Generate, Save and File Updated ELL		Plans* based on DEUSS Date
	Placement/Continuation letter* and file in		Plans* based on DEUSS Date		Plans* based on DEUSS Date		Generate ELLevation Reports* to verify
	ELL Folder within 30 days		FTE Verification Survey 2 - Generate		Generate ELLevation Reports* to		Data Entry
	Generate, Save and File Updated ELL		ELLevation Reports* to verify Data		verify Data Entry		Begin planning for ACCESS admin.
	Plan* based on DEUSS Date						Verify Tier levels (A-C, Z)
	Generate ELLevation Reports* to verify						
	Data Entry						
	February		March/April		May/June		
	Registration: Testing & Placement		Registration: Testing & Placement		Registration: Testing & Placement		Please refer to the Bilingual/ESOL
	Procedures (A03, A21, A23) All Plan dates		Procedures (A03, A21, A23) All Plan		Procedures (A03, A21, A23) All Plan	Sha	arePoint website for detailed procedures
	are updated based on DEUSS		dates are updated based on DEUSS		dates are updated based on DEUSS		located in the
	1				Annual Reviews* (DEUSS May/June		ESOL Program Handbook
	2019)	_	2018 and 2019)	_	2018 & 2019)		
	Re-Evaluations* (DEUSS Feb. 2017 and		Re-Evaluations* (DEUSS March/Apr.		Re-Evaluations* (DEUSS May/June		CANVAS
	<i>before</i>) Requires ELL Committee Meeting*		2017 and before) Requires ELL		2017 and before) Requires ELL	htt	ps://browardschools.instructure.com/c
	and L/S/R/W Assessment		Committee Meeting* and L/S/R/W		Committee Meeting* & L/S/R/W		<u>ourses/598658</u>
	Send home Notification of	_	Assessment	_	Assessment		
	Placement/Continuation letter* and file in		Send home Notification of		Send home Notification of		SHAREPOINT
	ELL Folder within 30 days of DEUSS		Placement/Continuation letter* and		Placement/Continuation letter* and		ps://browardcountyschools.sharepoint
	Generate, Save and File Updated ELL		file in ELL Folder within 30 days of		file in ELL Folder within 30 days of	<u>.co</u>	m/sites/Intranet/Academics/learning/E
_	Plans* based on DEUSS Date	_	DEUSS	_	DEUSS		LL/Pages/default.aspx
	FTE Verification Survey 3 - Run ELLevation		Generate, Save and File Updated ELL		Generate, Save and File Updated ELL		
_	Reports* to verify Data Entry	_	Plans* based on DEUSS Date	_	Plans* based on DEUSS Date		For Support Contact
	Plan for Testing (Dictionary, glossary,		Generate ELLevation Reports* to		Review BASIS, Rtl Data to schedule		Bilingual/ESOL Dept.
	extended time, setting, etc.)		verify Data Entry		Retention Meetings*		754-321-2590