SECTION 6

EXITING THE ESOL PROGRAM AND MONITORING EXITED STUDENTS

In this section, you will find information on the following:
- Exit Criteria Chart
- Exiting through an ELL Committee
- Documentation on TERMS
- Monitoring LF Students
- Frequently Asked Questions

SECTION 6

Exiting the ESOL Program

Requirements for exiting students from the ESOL Program are established by the Florida Department of Education and referenced in State Board Rule. These options are valid until **October 1, 2017.**

Requirements for EXITING English Language Learners from the ESOL Program
These options are valid until October 1, 2017

Option I Grades K-2	Option I Grades 3-10	Option I Grades 10-12
ACCESS for ELLs 2.0, English language proficiency level shall be a **4.0 overall** or greater AND at least **4.0 in the domain of Reading.** Alternate ACCESS for ELLs proficiency level shall be a P1 overall (composite score) score or greater	ACCESS for ELLs 2.0, English language proficiency level shall be a **4.0 overall** or greater AND at least **4.0 in the domain of Reading.** Alternate ACCESS for ELLs proficiency level shall be a P1 overall (composite score) score or greater **AND** Passing score on the FSA in ELA (level 3) or FSAA score	ACCESS for ELLs 2.0, English language proficiency level shall be a **4.0 overall** or greater AND at least **4.0 in the domain of Reading.** Alternate ACCESS for ELLs proficiency level shall be a P1 overall (composite score) score or greater **AND** **One of the following graduation requirements:** • **Level 3** on the 10th grade FCAT (Reading) **OR** • **Level 3** on 10th grade FSA in ELA or FSAA (Reading) **OR** • A score of **19** on the ACT (Reading) **OR** • A score of **430** on the SAT (Reading)
Basis of Exit: **H** is entered on the A23 panel on TERMS, Exit date is 6/8/17	Basis of Exit: **I** is entered on the A23 panel on TERMS, Exit date is 6/8/17	Basis of Exit: **J** is entered on the A23 panel on TERMS, Exit date is 6/8/17
PLAN Date is updated to match EXIT date	PLAN Date is updated to match EXIT date	PLAN Date is updated to match EXIT date

Option II Grades K-2	Option II Grades 3-10	Option II Grades 10-12
Any student being considered for exit by an ELL committee shall meet at least 2 of the criteria established in the ESOL Handbook section 8. ELL Committee meeting must be generated in ELLevation. ACCESS scores are valid until 10/1/17	Any student being considered for exit by an ELL committee shall meet at least 2 of the criteria established in the ESOL Handbook section 8. ELL Committee meeting must be generated in ELLevation. ACCESS scores are valid until 10/1/17	Any student being considered for exit by an ELL committee shall meet at least 2 of the criteria established in the ESOL Handbook section 8. ELL Committee meeting must be generated in ELLevation. ACCESS scores are valid until 10/1/17
For ESE/ELLs the committee shall consider the disability and include the IEP Team.	For ESE/ELLs the committee shall consider the disability and include the IEP Team.	For ESE/ELLs the committee shall consider the disability and include the IEP Team.
Basis of Exit for ELL committee: **L** is entered on the A23 panel on TERMS. Exit date is the date of the meeting.	Basis of Exit for ELL committee: **L** is entered on the A23 panel on TERMS. Exit date is the date of the meeting.	Basis of Exit for ELL committee: **L** is entered on the A23 panel on TERMS. Exit date is the date of the meeting.
PLAN Date is updated to match EXIT date	PLAN Date is updated to match EXIT date	PLAN Date is updated to match EXIT date

NOTE: EXIT Notification letter must be generated on ELLevation for all students exited from the ESOL program.

Option I - Exit Criteria valid until October 1, 2017

The following changes must be made in TERMS for students who meet Option I Exit Criteria.

1. A23 panel:
   - Update **PLAN** and **EXIT** with the last day of school (06/08/17)
   - **BASIS of EXIT** with the appropriate code depending on grade level
2. A03 panel:
   - LY will change to LF automatically
3. A10 panel:
   - Change **PGM** code 130 to reflect the basic funding code for all courses
4. In 48 hours
   - Generate ELL Plan from ELLevation and file in the ELL folder
   - Generate the *Parent Notification of Student Exiting from the ESOL Program* in the home language, if available, and indicate the inclusion of the English version (one copy to be filed in the ELL folder, one copy to be sent home)
5. Student is monitored for two years. Refer to *Monitoring LF Students* section below.

Option II - Exiting through an ELL Committee

Students can be considered for exiting through an ELL committee if the student:
- was not administered all domains of the ACCESS for ELLs 2.0 and therefore did not receive a composite score.
- has an inconsistency in scores. (i.e., passed all but one domain on ACCESS 2.0 for ELLs.)
- has a teacher/parent/counselor/administrator/or parent requesting that a student be re-evaluated for services.

- ACCESS for ELL 2.0 scores are valid until 10/1/2017
   - Schedule ELL Committee Meeting (must have at least 4 members in attendance, see Section 8 of ESOL Handbook).
   - Send home a parent invitation to the meeting in the home language, if available, and in English.
   - Convene ELL Committee Meeting to discuss all current data available.
   - The decision must be supported by at least two (2) of the criteria established. Two of the state approved criteria must be substantiated in the Student Meeting in ELLevation and documents to support recommendation must be included.
   - Finalize and print Student Meeting Report from ELLevation.
   - Attain signatures and file original in the blue ELL folder. Provide the parent/guardian with a copy.

After October 1st, any student being considered for exit by the ELL Committee shall be assessed on at least one Department-approvd assessment, no earlier than thirty (30) days

prior to the ELL Committee. The assessment must cover all four (4) domains, listening, speaking, reading, and writing.

- o For ESE/ELLs the committee shall consider the disability and include the IEP Team.

If student is in years 4+ of ESOL Program, input the date of meeting in the **REEVAL** field and a **Y** in the **EXT INS** field.
1. Verify that the **A03** panel has **LY** in the **ELL** field.
    - o Provide the teacher with an updated list of ESOL students to include this student.
2. In 48 hours, generate, print, and make copies, as needed, of the following documents in ELLevation:
    - o ELL Plan (one copy to be filed in the ELL folder).
    - o Generate the *Parent Notification of Student Placement in the ESOL Program* in the home language, if available, and indicate the inclusion of the English version (one copy to be filed in the ELL folder, one copy to be sent home).

Documentation of exiting or continued placement on TERMS

If the ELL committee recommends **exiting the student from the ESOL Program**, the following changes must be made in TERMS:
1. **A23** panel:
    - o Update **PLAN** and **EXIT** to the date of the ELL Committee Meeting
    - o **BASIS of EXIT: L**
2. **A03** panel:
    - o LY will change to LF automatically
3. **A10** panel:
    - o Change the **PGM 130** to reflect the basic funding code for all courses
4. In 48 hours:
    - o Generate ELL Plan from ELLevation and file in the ELL folder
    - o Generate the *Parent Notification of Student Exiting from the ESOL Program* in the home language, if available, and indicate the inclusion of the English version (one copy to be filed in the ELL folder, one copy to be sent home)
5. Student is monitored for two years. Refer to *Monitoring LF Students* section below.

If the ELL Committee determines **continued placement in the ESOL Program**, the following changes must be made in TERMS:
1. **A23** panel:
    - o Update **PLAN** with date of ELL Committee Meeting
    - o Enter a **Y** in the **EXT INS** field
2. Verify that the **A10** panel reflects **130** under **PGM** column for core classes for eligible students (less than 6 years or 12 FTE survey in the ESOL Program).

3. **A03** panel:
   o Verify that the **ELL** field is **LY**.
4. In 48 hours:
   o Generate ELL Plan from ELLevation and file in the ELL folder
   o Generate the *Parent Notification of Student Placement in the ESOL Program* in the home language, if available, and indicate the inclusion of the English version (one copy to be filed in the ELL folder, one copy to be sent home).

Monitoring LF Students

The ESOL Contact obtains exited students' data (ELL status and EXIT date) from the IMT/IMS and ELLevation in order to provides 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 class performance, grades, and/or test results

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.

Two of the state approved criteria must be substantiated in the Student Meeting in ELLevation and documents to support recommendation must be included:
   (a)extent and nature of prior educational and social experiences; and
   student interview;

(b)written recommendations and observations by current and previous instructional and

supportive services staff;

(c)level of mastery of basic competencies or skills in English and/or

home language according to appropriate state, and national

criterion-referenced standards;

(d)grades from the current or previous years;

(e)test results from tests other than ACCESS for ELLs 2.0 or FSA

If the student is reclassified as ELL, ESOL Contact records the information in ELLevation under the Additional Meeting and a copy is filed in the *ELL folder*. The ESOL Contact provides the IMT/IMS with the following information to be entered in TERMS:

1. **A23** panel:
   - update **PLAN** and **RECLASS** with date of ELL Committee Meeting
   - enter a **Y** in the **EXT INS** field
   - enter "L" as Basis of Entry
2. Verify that the **A10** panel reflects **130** under **PGM** column for core classes.
3. **A03** panel:
   - verify that the **ELL** field is **LY**.
4. In 48 hours:
   - generate ELL Plan from ELLevation and file in the ELL folder
   - generate the Parent Notification of Student Placement in the ESOL Program in the home language, if available, and indicate the inclusion of the English version (one copy to be filed in the ELL folder, one copy to be sent home).

Refer to Section 12 of the ESOL Handbook for specific directions on utilizing the Exit Center and monitoring LF students.

Information related to exiting ELLs/ESE students is found in the *Guidelines for Exceptional Student Education (ESE) and English Language Learners (ELLs) PreK-12*.

Frequently Asked Questions

SECTION 6 Exiting the ESOL Program and Monitoring of Exited Students

Q: Should an ELL Committee be convened when an ELL student meets some, but not all, of the exit criteria?

A: An ELL Committee may always be convened for students in grades K-12 with inconsistent test data, but it is only required if the committee recommends exit.

Q: Does an ELL Committee need to be convened whenever an ELL is being exited from the program?

A: No. An ELL Committee is not needed to exit students if they met all required criteria.

Q: Can a student exit if they score FES on IPT but does not have ACCESS scores?

A: No. IPT is not one of the criteria for exit. This student can only exit through the recommendation of an ELL Committee meeting.

Q: Can a student remain in the ESOL program if they met exit criteria?

A: No. It is recommended that students that met exit criteria are exited and monitored for 2 years. During that time, students maybe reclassified through the recommendation of an ELL Committee.

Q: If a student met exit criteria last year but was not exited on TERMS can I exit them now?

A: No. Exit scores are only valid until October 1st of the tested school year. You must convene an ELL committee meeting and bring current scores to the table to make recommendation to exit.