



October 1, 2014

Annual Notification Letter for Parents of English Learners

Parents/Guardians of  
SAMPLE STUDENT  
123 MAIN ST.  
ANYTOWN CA 92103

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Pursuant to California law, our school district is required to formally assess the English language ability of your child on an annual basis. This letter is intended to inform you of the most recent assessment results, your child's program placement, and the program options that are available.

Your child's most recently assessed overall English proficiency level based on the California English Language Development Test (CELDT) taken on or about 11/01/2013 is **Early Intermediate**. According to these results, your child is considered an English Learner (EL) with less than reasonable fluency in English and will be assigned to the **Structured English Immersion** Program unless he/she has been approved for bilingual placement. Students who are also identified as learning disabled will be assigned according to their Individualized Education Plan (IEP). A description of how such students' second language needs are being met is provided on page 3 of the IEP.

Your child's grades, based on his/her Spring 2014 Report Card are:

**Literacy: Basic**

**Mathematics: Basic**

**Program Goals and Descriptions:** All three programs listed below are designed to meet the educational needs of ELs by including English Language Development (ELD) and the use of Specially Designed Academic Instruction in English (SDAIE) strategies. The goals of all programs are for students to learn English and meet age appropriate academic achievement standards for grade promotion and graduation. It is expected that ELs will improve to increase the district graduation rate (87.9% in 2013) and continue to improve toward the state graduation rate target of 90%.

- **Structured English Immersion (SEI):** provides instruction, textbooks, and materials mostly or only in English and includes the following: sequential ELD instruction and access to core curriculum through SDAIE strategies and, in select cases, primary language support.
- **Mainstream English Cluster (MEC):** provides instruction, textbooks, and materials only in English. ELD instruction continues and SDAIE strategies are used to assist students in meeting grade-level state standards. This additional and appropriate instruction continues until students satisfy all criteria for reclassification as fluent English proficient.
- **Alternative Bilingual Program:** provides some of the instruction, textbooks, and teaching materials in the student's home language. California law gives parents the option to request an alternative bilingual program. To do so, parents must sign a parental exception waiver at the child's school each year, and the waiver must be approved. Please visit your child's school to learn more about this option and to request a waiver.

**Reclassification:** To exit from an EL program and be reclassified as fluent English proficient, ELs must meet the following criteria: (1) CELDT level of Early Advanced or Advanced, (2) acceptable standard of performance in English Language Arts, (3) teacher recommendation, and (4) parent consultation. The district goal for all EL programs is for ELs to be reclassified within five years of the time they first began receiving instruction in ELD.

**Please contact your child's school if you would like more details about the information provided in this letter.**

Sincerely,

Debra Dougherty, Program Manager