

CSBA Sample District Policy Manual
Santa Rosa City Schools

Deleted: Board

Policy 6174: Education For English Learners

Status: ADOPTED

Original Adopted Date: 03/01/2017 | Last Revised Date: 06/01/2023 | Last Reviewed Date: 06/01/2023

Deleted: 11/13/2019

Deleted: 11/13/2019

The Governing Board intends to provide English learners with challenging curriculum and instruction that maximize the attainment of high levels of proficiency in English, advance multilingual capabilities, and facilitate student achievement in the district's regular course of study.

Deleted: of Education

English learners shall be provided differentiated English language development instruction which is targeted to their English proficiency level. Such instruction shall be based on sound instructional theory, be aligned with state content standards, emphasize inquiry-based learning and critical thinking skills, and be integrated across all subject areas.

No middle or high school student who is an English learner shall be denied enrollment in any of the following: (Education Code 60811.8)

1. Courses in the core curriculum areas of reading/language arts, mathematics, science, and history/social science, courses required to meet state and local high school graduation requirements, or courses required for middle school grade promotion

However, an English learner who has been enrolled in a school in the United States for less than 12 months or is enrolled in a program designed to develop the basic English skills of newly arrived immigrant students may be denied participation in any such course, if the course of study provided to the student is designed to remedy academic deficits incurred during participation and reasonably calculated to enable the student to attain parity of participation in the standard instructional program within a reasonable length of time after the student enters the school system.

2. A full course load of courses specified in Item #1 above
3. Other courses that meet the "A-G" course requirements for college admission or are advanced courses such as honors or Advanced Placement courses, on the sole basis of the student's classification as an English learner

The district shall identify in its local control and accountability plan (LCAP) goals and specific actions and services to enhance student engagement, academic achievement, and other outcomes for English learners.

Formatted: Hidden

The Superintendent or designee shall encourage parent/guardian and community involvement in the development and evaluation of programs for English learners. The Superintendent or designee may also provide an English development literacy training program for parents/guardians and community members so that they may better support students' English language development.

Formatted: Hidden

Deleted: ↵

↵

English learners shall be provided differentiated English language development instruction which is targeted to their English proficiency level, integrated across all subject areas, and aligned with the state content standards. The district's program shall be based on sound instructional theory, use standards-aligned instructional materials, emphasize inquiry-based learning and critical thinking skills, and provide students with access to the full educational program.

Staff Qualifications and Training

The Superintendent or designee shall ensure that all staff employed to teach English learners possess the appropriate authorization from the Commission on Teacher Credentialing.

Formatted: Hidden

The district shall provide effective professional development to teachers (including teachers in classroom settings that are not the settings of language instruction educational programs), administrators, and other school or community-based organization personnel to improve the instruction and assessment of English learners and enhance staff's ability to understand and use

Formatted: Hidden

curricula, assessment, and instructional strategies for English learners. Such professional development shall be of sufficient intensity and duration to produce a positive and lasting impact on teachers' performance in the classroom. ~~(20 USC 6825)~~

Staff development shall also address the sociocultural needs of English learners and provide opportunities for teachers to engage in supportive, collaborative learning communities.

Identification and Assessment

The Superintendent or designee shall maintain procedures for the early identification of English learners and an assessment of their proficiency using the English Language Proficiency Assessments for California (ELPAC). ~~To oversee test administration, the Superintendent or designee shall annually designate a district ELPAC coordinator and a site coordinator for each test site in accordance with 5 CCR 11518.40-11518.45.~~

Once identified as an English learner, a student shall be annually assessed for language proficiency until the student is reclassified based on criteria specified in the accompanying administrative regulation.

In addition, English learners' academic achievement in English language arts, mathematics, science, and any additional subject required by law shall be assessed using the California Assessment of Student Performance and Progress. As necessary, the test shall be administered with testing variations in accordance with 5 CCR 853. English learners who are in their first 12 months of attending a school in the United States shall be exempted from taking the English language arts assessment to the extent allowed by federal law. (Education Code 60603, 60640; 5 CCR 853)

Formative assessments may be utilized to analyze student performance and appropriately adapt teaching methodologies and instructions.

Language Acquisition Programs

The district shall offer research-based language acquisition programs that are designed to ensure English acquisition as rapidly and as effectively as possible and that provide instruction to students on the state-adopted academic content standards, including the English language development standards. (Education Code 306; 5 CCR 11300)

At a minimum, the district shall offer a structured English immersion program which includes designated and integrated English language development. In the structured English immersion program, nearly all of the classroom instruction shall be provided in English, but with the curriculum and presentation designed for students who are learning English. (Education Code 305-306; 5 CCR 11309)

For the purpose of determining the amount of instruction to be conducted in English in the structured English immersion program, "nearly all" means that all classroom instruction shall be conducted in English except for clarification, explanation, and support as needed.

In addition, language acquisition programs offered by the district may include, but are not limited to, the following: (Education Code 305-306)

1. A dual-language immersion program that provides integrated language learning and academic instruction for native speakers of English and native speakers of another language, with the goals of high academic achievement, first and second language proficiency, and cross-cultural understanding.
2. A transitional or developmental program for English learners that provides literacy and academic instruction in English and a student's native language and that enables an English

Deleted: (20 USC 6825)

The Superintendent or designee shall encourage parent/guardian and community involvement in the development, implementation, and evaluation of English language development programs. ...

Deleted:

To support students' English language development, the Superintendent or designee may provide an adult literacy training program that leads to English fluency for parents/guardians and community members.

Identification and Assessment

Formatted: Hidden

Deleted: and needs in the areas of listening, speaking, reading, and writing in English

Deleted: he/she

Deleted: 854.1-854.3.

Deleted: 854.1854.3)

Formatted: Hidden

Formatted: Hidden

Formatted: Ligatures: Standard + Contextual

Deleted: The district may offer a

Formatted: Outline numbered + Level: 1 + Numbering Style: 1, 2, 3, ... + Start at: 1 + Alignment: Left + Aligned at: 0.25" + Tab after: 0.5" + Indent at: 0.5"

Deleted: .

Deleted: The district may offer a

learner to achieve English proficiency and academic mastery of subject matter content and higher order thinking skills, including critical thinking, in order to meet state academic content standards.

Deleted: .

The district's language acquisition programs for grades K-3 shall comply with class size requirements specified in Education Code 42238.02. (Education Code 310)

In establishing the district's language acquisition programs, the Superintendent or designee shall consult with parents/guardians and the community during the LCAP development process. The Superintendent or designee shall also consult with administrators, teachers, and other personnel with appropriate authorizations and experience in establishing a language acquisition program. (Education Code 305)

Deleted: He/she

At the beginning of each school year or upon a student's enrollment, parents/guardians shall be provided information on the types of language acquisition programs available to students enrolled in the district, including, but not limited to, a description of each program, the process to be followed in making a program selection, identification of any language to be taught in addition to English when the program includes instruction in another language, and the process to request establishment of a language acquisition program. (Education Code 310; 5 CCR 11310)

Whenever a student is identified as an English learner based on the results of the ELPAC, the student's parents/guardians may choose a language acquisition program that best suits their child. To the extent possible, any language acquisition program requested by the parents/guardians of 30 or more students at the school or by the parents/guardians of 20 or more students at any grade level shall be offered by the school. (Education Code 310; 5 CCR 11311)

Deleted: Parents

Deleted: of English learners

Deleted: (Education Code 310; 5 CCR 11311)

Until July 1, 2029, the Superintendent or designee may, with Board approval, and as specified in BP 5117 - Interdistrict Attendance, enter into an instruction collaboration agreement (ICA) with another school district, county office of education, or charter school to offer the same or similar courses and coursework to students who have been impacted by teacher shortages, disruptions, or cancellations, or teacher shortages to dual language immersion programs. (Education Code 48345)

Reclassification

When an English learner is determined based on state and district reclassification criteria to have acquired a reasonable level of English proficiency pursuant to Education Code 313 and 52164.6, or upon request by the student's parent/guardian, the student shall be transferred from a language acquisition program into an English language mainstream classroom.

Program Evaluation

To evaluate the effectiveness of the district's educational program for English learners, the Superintendent or designee shall report to the Board, at least annually, regarding:

1. Progress of English learners towards proficiency in English
2. The number and percentage of English learners reclassified as fluent English proficient
3. The number and percentage of English learners who are or are at risk of being classified as long-term English learners in accordance with Education Code 313.1
4. The achievement of English learners on standards-based tests in core curricular areas
5. For any language acquisition program that includes instruction in a language other than English, student achievement in the non-English language in accordance with 5 CCR 11309

Formatted: Outline numbered + Level: 1 + Numbering Style: 1, 2, 3, ... + Start at: 1 + Alignment: Left + Aligned at: 0.25" + Tab after: 0.5" + Indent at: 0.5"

6. Progress toward any other goals for English learners identified in the district's LCAP
7. A comparison of current data with data from at least the previous year in regard to Items #1-6 above
8. A comparison of data between the different language acquisition programs offered by the district

Deleted: items

The Superintendent or designee shall also provide the Board with regular reports from any district or schoolwide English learner advisory committees.

Formatted: Normal (Web)

Policy Reference Disclaimer:

These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State	Description
5 CCR 11300-11316	English learner education
5 CCR 11510-11517.5	California English Language Development Test
5 CCR 11517.6-11519.5	English Language Proficiency Assessments for California
5 CCR 853	Administration of CAASPP
5 CCR 854.9	CAASPP and unlisted resources for students with disabilities
Ed. Code 200	Prohibition of discrimination
Ed. Code 300-340	English language education for immigrant children
Ed. Code 310	Language acquisition programs
Ed. Code 313-313.5	Assessment of English proficiency
Ed. Code 33050	Nonwaivable provisions
Ed. Code 42238.02	Local Control Funding Formula
Ed. Code 430-446	English Learner and Immigrant Pupil Federal Conformity Act
Ed. Code 44253.1-44253.11	Qualifications of teachers of English learners
Ed. Code 48345	Interdistrict instruction collaboration agreements
Ed. Code 48980	Parent/Guardian notifications
Ed. Code 48985	Notices to parents in language other than English
Ed. Code 52052	Accountability; numerically significant student subgroups
Ed. Code 52060-52077	Local control and accountability plan
Ed. Code 52160-52178	Bilingual Bicultural Act of 1976
Ed. Code 56305	CDE manual on English learners with disabilities
Ed. Code 60603	Definition; recently arrived English learner
Ed. Code 60640	California Assessment of Student Performance and Progress
Ed. Code 62002.5	Continuation of advisory committee after program sunsets
Federal	Description
20 USC 1412	State eligibility
20 USC 1701-1721	Equal Educational Opportunities Act
20 USC 6311	State plan
20 USC 6312	Local educational agency plan
20 USC 6801-7014	Limited English proficient and immigrant students
20 USC 7801	Definition of English learner

Formatted Table

34 CFR 100.3	Prohibition of discrimination on basis of race, color or national origin
Management Resources	Description
Attorney General Opinion	83 Ops.Cal.Atty.Gen. 40 (2000)
California Department of Education Publication	Summative English Language Proficiency Assessments for California, Assessment Fact Sheet, July 2023
California Department of Education Publication	English Learner, Federal Program Monitoring Instrument
California Department of Education Publication	Monitoring Reclassified Students, December 2019
California Department of Education Publication	California Practitioners' Guide for Educating English Learners with Disabilities, 2019
California Department of Education Publication	English Language Proficiency Assessments for California Information Guide, July 2023
California Department of Education Publication	California Digital Learning Integration and Standards Guidance, May 2021
California Department of Education Publication	Reclassification Guidance for 2020-21 and Statewide Testing Window Extension, CDE Correspondence, June 14, 2021
California Department of Education Publication	Integrating the CA ELD Standards into K-12 Mathematics and Science Teaching and Learning, December 2015
California Department of Education Publication	Accessibility Resources Matrix, 2022
California Department of Education Publication	Next Generation Science Standards for California Public Schools, Kindergarten through Grade Twelve, rev. March 2015
California Department of Education Publication	English Language Development Standards for California Public Schools: Kindergarten Through Grade Twelve, 2012
California Department of Education Publication	California English Learner Roadmap: Strengthening Comprehensive Educational Policies, Programs and Practices for English Learners, 2017
California Department of Education Publication	Common Core State Standards for Mathematics, 2013
California Department of Education Publication	English Language Arts/English Language Development Framework for California Public Schools: Kindergarten through Grade Twelve, 2014
Commission on Teacher Credentialing Publication	Bilingual Authorization Educator Preparation Preconditions, Program Standards, and Bilingual Teaching Performance Expectations, December 2021
Court Decision	Valeria O. v. Davis (2002) 307 F.3d 1036
Court Decision	California Teachers Association v. State Board of Education et al. (9th Circuit, 2001) 271 F.3d 1141
Court Decision	McLaughlin v. State Board of Education (1999) 75 Cal.App.4th 196
Court Decision	Teresa P. et al v. Berkeley Unified School District et al (1989) 724 F.Supp. 698
CSBA Publication	English Learners in Focus, Issue 3: Ensuring High-Quality Staff for English Learners, Governance Brief, July 2016

CSBA Publication	English Learners in Focus, Issue 4: Expanding Bilingual Education in California after Proposition 58, Governance Brief, March 2017
CSBA Publication	English Learners in Focus: The English Learner Roadmap: Providing Direction for English Learner Success, Governance Brief, February 2018
CSBA Publication	English Learners in Focus, Issue 1: Updated Demographic and Achievement Profile of California's English Learners, Governance Brief, September 2016
CSBA Publication	English Learners in Focus, Issue 2: The Promise of Two-Way Immersion Programs, Governance Brief, September 2014
The Education Trust- West Publication	Unlocking Learning: Science as a Lever for English Learner Equity, January 2017
The Education Trust- West Publication	Unlocking Learning II: Math as a Lever for English Learner Equity, March 2018
U.S. Department of Education Publication	English Learners and Title III of the Elementary and Secondary Education Act (ESEA), as Amended by the Every Student Succeeds Act (ESSA), September 2016
U.S. Department of Education Publication	English Learner Tool Kit for State and Local Educational Agencies (SEAs and LEAs), rev. November 2016
U.S. Department of Education Publication	Innovative Solutions for Including Recently Arrived English Learners in State Accountability Systems: A Guide for States, January 2017
U.S. Department of Education Publication	Dear Colleague Letter: English Learner Students and Limited English Proficient Parents, January 7, 2015
Website	California Department of Education, English Language Proficiency Assessments for California (ELPAC)
Website	California Digital Learning Integration and Standards Guidance
Website	CSBA District and County Office of Education Legal Services
Website	National Clearinghouse for English Language Acquisition
Website	The Education Trust-West
Website	California Department of Education, English Learners
Website	California Association for Bilingual Education
Website	CSBA
Website	U.S. Department of Education

Cross References

Code	Description
0200	Goals For The School District
0415	Equity
0420	School Plans/Site Councils
0420	School Plans/Site Councils
0460	Local Control And Accountability Plan
0460	Local Control And Accountability Plan
0470	COVID-19 Mitigation Plan
1220	Citizen Advisory Committees
1220	Citizen Advisory Committees
3100	Budget

- Formatted Table
- Deleted: [Goals For The School District](#)
- Deleted: [Equity](#)
- Deleted: 0415 ... [1]
- Deleted: [School Plans/Site Councils](#)
- Deleted: [School Plans/Site Councils](#)
- Deleted: [Local Control And Accountability Plan](#)
- Deleted: [Local Control And Accountability Plan](#)
- Deleted: [COVID-19 Mitigation Plan](#)
- Deleted: 0470 ... [2]
- Deleted: [Citizen Advisory Committees](#)
- Deleted: [Citizen Advisory Committees](#)
- Deleted: [Budget](#)

3100	<u>Budget</u>	Deleted: Budget
<u>4112.22</u>	<u>Staff Teaching English Learners</u>	Deleted: 4131
4131	<u>Staff Development</u>	Deleted: Staff Development
4231	<u>Staff Development</u>	Deleted: Staff Development
4331	<u>Staff Development</u>	Deleted: Staff Development
5020	<u>Parent Rights And Responsibilities</u>	Deleted: Parent Rights And Responsibilities
5020	<u>Parent Rights And Responsibilities</u>	Deleted: Parent Rights And Responsibilities
5126	<u>Awards For Achievement</u>	Deleted: Awards For Achievement
5126	<u>Awards For Achievement</u>	Deleted: Awards For Achievement
5148	<u>Child Care And Development</u>	Deleted: Child Care And Development
5148	<u>Child Care And Development</u>	Deleted: Child Care And Development
5148.3	<u>Preschool/Early Childhood Education</u>	Deleted: Preschool/Early Childhood Education
5148.3	<u>Preschool/Early Childhood Education</u>	Deleted: Preschool/Early Childhood Education
6000	<u>Concepts And Roles</u>	Deleted: Concepts And Roles
6011	<u>Academic Standards</u>	Deleted: Academic Standards
6020	<u>Parent Involvement</u>	Deleted: Parent Involvement
<u>6020</u>	<u>Parent Involvement</u>	Deleted: Parent Involvement
6120	<u>Response To Instruction And Intervention</u>	Deleted: Parent Involvement
6141	<u>Curriculum Development And Evaluation</u>	Deleted: 6020-E PDF(1) ... [3]
6141	<u>Curriculum Development And Evaluation</u>	Deleted: Curriculum Development And Evaluation
6142.1	<u>Sexual Health And HIV/AIDS Prevention Instruction</u>	Deleted: Response To Instruction And Intervention
6142.1	<u>Sexual Health And HIV/AIDS Prevention Instruction</u>	Deleted: Curriculum Development And Evaluation
<u>6142.2</u>	<u>World Language Instruction</u>	Deleted: Curriculum Development And Evaluation
<u>6142.2</u>	<u>World Language Instruction</u>	Deleted: Sexual Health And HIV/AIDS Prevention ... [4]
6142.91	<u>Reading/Language Arts Instruction</u>	Deleted: Sexual Health And HIV/AIDS Prevention ... [5]
<u>6151</u>	<u>Class Size</u>	Deleted: Reading/Language Arts Instruction
6152.1	<u>Placement In Mathematics Courses</u>	Deleted: Placement In Mathematics Courses
<u>6152.1</u>	<u>Placement In Mathematics Courses</u>	Deleted: Individualized Education Program
6159	<u>Individualized Education Program</u>	Deleted: Individualized Education Program
6159	<u>Individualized Education Program</u>	Deleted: Individualized Education Program
6161.1	<u>Selection And Evaluation Of Instructional Materials</u>	Deleted: Selection And Evaluation Of Instructional ... [6]
6161.1	<u>Selection And Evaluation Of Instructional Materials</u>	Deleted: Selection And Evaluation Of Instructional ... [7]
6161.1-E(1)	<u>Selection And Evaluation Of Instructional Materials</u>	Deleted: PDF
6161.11	<u>Supplementary Instructional Materials</u>	Deleted: Selection And Evaluation Of Instructional ... [8]
6162.5	<u>Student Assessment</u>	Deleted: Supplementary Instructional Materials
6162.51	<u>State Academic Achievement Tests</u>	Deleted: Student Assessment
6162.51	<u>State Academic Achievement Tests</u>	Deleted: State Academic Achievement Tests
6164.5	<u>Student Success Teams</u>	Deleted: State Academic Achievement Tests
6164.5	<u>Student Success Teams</u>	Deleted: State Academic Achievement Tests
6164.6	<u>Identification And Education Under Section 504</u>	Deleted: Student Success Teams
6164.6	<u>Identification And Education Under Section 504</u>	Deleted: Student Success Teams
6170.1	<u>Transitional Kindergarten</u>	Deleted: Identification And Education Under Secti ... [9]
6171	<u>Title I Programs</u>	Deleted: Identification And Education Under Secti ... [10]
6171	<u>Title I Programs</u>	Deleted: Transitional Kindergarten
6172	<u>Gifted And Talented Student Program</u>	Deleted: Title I Programs
6172	<u>Gifted And Talented Student Program</u>	Deleted: Title I Programs
6173	<u>Education For Homeless Children</u>	Deleted: Gifted And Talented Student Program
6173	<u>Education For Homeless Children</u>	Deleted: Gifted And Talented Student Program
6173-E(1)	<u>Education For Homeless Children</u>	Deleted: Education For Homeless Children
<u>6173-E(2)</u>	<u>Education For Homeless Children</u>	Deleted: Education For Homeless Children
6173.1	<u>Education For Foster Youth</u>	Deleted: Education For Homeless Children
		Deleted: PDF
		Deleted: Education For Homeless Children
		Deleted: Education For Foster Youth

6173.1
6173.2
6173.2
6175
6175
6190

Education For Foster Youth
Education Of Children Of Military Families
Education Of Children Of Military Families
Migrant Education Program
Migrant Education Program
Evaluation Of The Instructional Program

- Deleted: [Education Of Children Of Military Families](#)
- Deleted: [Education Of Children Of Military Families](#)
- Deleted: [Migrant Education Program](#)
- Deleted: [Migrant Education Program](#)
- Deleted: [Evaluation Of The Instructional Program](#)

Page 6: [1] Deleted Llamas, Eduwiges 10/6/23 10:08:00 AM

Page 6: [2] Deleted Llamas, Eduwiges 10/6/23 10:08:00 AM

Page 7: [3] Deleted Llamas, Eduwiges 10/6/23 10:08:00 AM

Page 7: [4] Deleted Llamas, Eduwiges 10/6/23 10:08:00 AM

Page 7: [5] Deleted Llamas, Eduwiges 10/6/23 10:08:00 AM

Page 7: [6] Deleted Llamas, Eduwiges 10/6/23 10:08:00 AM

Page 7: [7] Deleted Llamas, Eduwiges 10/6/23 10:08:00 AM

Page 7: [8] Deleted Llamas, Eduwiges 10/6/23 10:08:00 AM

Page 7: [9] Deleted Llamas, Eduwiges 10/6/23 10:08:00 AM

Page 7: [10] Deleted Llamas, Eduwiges 10/6/23 10:08:00 AM