Initial Identification Notification

<table>
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<tr>
<th>Date:</th>
<th>Student Name:</th>
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<tbody>
<tr>
<td>District:</td>
<td>School and Grade Level:</td>
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Dear Parent or Guardian,

Your child has been identified as an English learner. An English learner is a student who (1) has a dominant or home language other than English and (2) needs language instruction and supports to effectively participate in school. We used a language survey and Ohio’s English Language Proficiency Screener (OELPS) to better understand your child’s English proficiency in listening, speaking, reading and writing. Your scholar’s results are attached to this letter.

As an English learner, your child is eligible for support through our English language instruction educational program. The program helps support your child’s English language development and ensures that they can participate meaningfully in school classes and activities. This letter explains your child’s English level and the program available to help your child participate fully in school.

The purposes of the programs are to help multilingual students increase their proficiency in listening, speaking, reading and writing in English. The following district programs are available to help your child develop the language needed to make academic progress:

- English-only Supplemental Instructional Program
- Structured English or ESL Program
- Academic Accommodations and Supports
  - Access to Bilingual Classroom Assistance
  - Consultation, Monitoring, and Academic Assistance
  - Testing Accommodations
  - After School and Summer Intervention

Each program is explained in the glossary at the end of this letter.

In addition to developing English language skills, the program will help your child meet age-appropriate academic achievement standards for grade promotion and graduation.

Students remain classified as English learners until they reach the Proficient overall level. This is determined by the state test Ohio English Language Proficiency Assessment (OELPA) given during the spring of every year. English learners demonstrate the overall Proficient level by earning a score of 4 or 5 in each of the four parts of the test (listening, speaking, reading and writing). Most students become proficient in English and exit our program within six years. When exited from the program, your child’s performance will continue to be monitored for two years to determine if additional academic support is needed.
In the 2021, 94 percent of high school students eligible for the English language development program in Youngstown City Schools graduated in 4 years and 89 percent of those who did not graduated within one additional year.

We strongly encourage your child's participation in the English language development program. We invite you to learn more about the benefits of the program.

Please contact or visit us to discuss your child's progress in English language development and academic achievement.

The English Language Program
330-744-6985

Dennis Yommer Jr
EL Program Coordinator
Dennis.yommer@youngstown.k12.oh.us

Natalie Griffin
EL Program Secretary
Natalie.griffin@youngstown.k12.oh.us

Although our school has an obligation to serve all students who are English learners, you have a right to decline or opt your child out the English learner program or particular services within the program. If you opt your child out of the school’s English learner program or specific services, your child retains their status as an English learner. The school remains obligated to take the affirmative steps required by Title VI of the Civil Rights Act of 1964 and the appropriate actions required by the Equal Education Opportunity Act of 1974 to provide EL students access to its educational programs (20 U.S.C. sections 1703[f], 6312[e][3][A][viii]).

Please complete the section below and return this form to your scholar’s building secretary.

☐ I understand this information and consent to English language services for my child.

☐ I understand this information and would like to speak with district staff to discuss declining my child’s participation in the above programs.

☐ I do not understand the language above and would like additional language support and explanation about this information.

________________________________________________________________________
(Printed name of the Parent/Guardian)

________________________________________________________________________
(Signature of the Parent/Guardian) Date (Month/Day/Year)
Continuing English Learner Identification Notification

Date: 
Student Name: 

District: 
School and Grade Level: 

Dear Parent or Guardian,

Each year, we are required to assess your child and notify you of your child’s proficiency level in English. Based upon the results of the Ohio English Language Proficiency Assessment, your child continues to be identified as an English learner. Your scholar’s results are attached to this letter.

As an English learner, your child is eligible for support through our English language instruction educational program. The program helps support your child’s English language development and ensures that they can participate meaningfully in school classes and activities. This letter explains your child’s English level and the program available to help your child participate fully in school.

The purposes of English Learner Programs are to help multilingual students increase their proficiency in listening, speaking, reading, and writing in English. The following district programs are available to help your child develop the language needed to make academic progress:

- English-only Supplemental Instructional Program
- Structured English or ESL Program
- Academic Accommodations and Supports
  a. Access to Bilingual Classroom Assistance
  b. Consultation, Monitoring, and Academic Assistance
  c. Testing Accommodations
  d. After School and Summer Intervention

Each program is explained in the glossary attached this letter.

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Please complete the section below and return this form to your scholar’s building secretary.

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☐ I understand this information and would like to speak with district staff to discuss declining my child’s participation in the English learner program.

☐ I do not understand the language above and would like additional language support and explanation about this information.

__________________________________________________________
(Printed name of the Parent/Guardian)

__________________________________________________________
(Printed name of the Parent/Guardian)

Date (Month/Day/Year)
Description of Language Development Programs/Services

**English-only Supplemental Instructional:** A program designed to meet special language needs of English learner students in which none of the instruction during the day incorporates the student’s native language. Examples of instructional delivery options provided in this program are English as a Second Language (ESL) classes, pull-out tutoring sessions, sheltered content-based classes (such as a mathematics class adapted to the English proficiency level of English learner students), and support provided by an ESL specialist in a mainstream classroom setting (inclusion). (235023)

**Structured English or ESL Program:** The goal of this program is acquisition of English language skills so the English learner can succeed in an English-only mainstream classroom. Teachers have specialized training in meeting the needs of English learners, possessing either a bilingual education or ESL teaching credential and/or training and strong receptive skills in the English learners’ primary language. English is the language of instruction. (235023)

**Academic Accommodations and Supports**
Other English Learner assistance not covered by the above available English learner program codes may include the following.

*Access to Bilingual Classroom Assistance:* EL scholars, especially newcomers, may be provided assistance in their native language (translation or interpretation) from an EL specialist to assist them with acclimation to an English-only classroom environment.

*Consultation, Monitoring, and Academic Assistance:* Mutually agreed-upon, designated interactions between teachers and specialists to gain information and resources to better support English learners as a population, as individuals and as language learners.

*Testing Accommodations:* During state and district testing sessions, English learners are provided a designated and specific set of accommodations to assist them in the comprehension of testing expectations, directions, and processes.

*After School and Summer Intervention:* EL scholars, especially newcomers, are provided the opportunity to enroll in (and attend) a variety of after school and summer programming opportunities that are specifically designed to provide additional academic, cultural, and language intervention.

**References**

*U.S. Department of Education. Language Instruction Educational Programs (LIEP): A Review of the Foundational Literature*

*Codes listed refer to ODE EMIS Manual 2.9*
Notification to Decline English Language Program

Date: | Student Name:
---|---

School: | School District and Grade:
---|---

Dear Parent or Guardian,

We understand that you would like to decline the language instruction educational program proposed for your child. English language programs are specifically designed to help your child increase their English language proficiency, as well as participate in grade-level classes. However, as we discussed in our conversation with you, you have the right to decline the program for your child.

If you wish to decline the English language program, please review and check each item below. Add your initials at the end of the statement. Doing so will indicate you fully understand and agree with each statement. After you have checked and initialed each of the statements, please sign, date and return the form to your child’s school. We will keep this document on file stating that you have declined or do not want your child to participate in the English language program at this time.

☐ I am aware of my child’s English language assessment score and other information about my child’s current academic progress. I understand the recommendation for additional English language instruction.

☐ I am familiar with the English language program the school has available for my child.

☐ I have had the opportunity to discuss the available language instruction educational program with the school staff.

☐ I understand the school believes its recommendation is the most academically beneficial for my child.

☐ In compliance with federal requirements, I understand my child will still be designated an “English learner,” eligible for allowable English learner accommodations on state tests, and have his or her English proficiency assessed once per year until he or she no longer qualified under the state’s definition of an English learner.

I understand that I have the right to withdraw this written refusal of services at any time and request that my child immediately receive the language instruction educational program.

This information has been presented to me in language I fully understand.

Print Name of Parent/Guardian

Signature of Parent/Guardian Date