

2020-2021 END OF YEAR LPAC GUIDANCE

Reclassification as English Proficient, Program Exit, and Parental Notification of Progress



SPRING 2021

- Utilize** the [Updated 2020-2021 English Learner Reclassification Criteria and Guidance](#) to determine available allowances for individual students.
- Conduct** Language Proficiency Assessment Committee (LPAC) End of Year (EOY) Review of all English Learners (ELs), including served ELs, ELs with parental denial, and students in their first two years of monitoring after reclassification. **The LPAC may**
 - utilize alternative meeting methods, which may include phone or video conferencing and the use of electronic signatures in accordance with their Local Education Agency (LEA) policy while maintaining confidentiality;
 - incorporate the required LPAC parent representative in an optional capacity; and
 - extend the timeline for English learner reclassification decisions through the first 60 calendar days of the LEA's 2021-2022 school year as needed.
- Ensure** coordination between the LPAC and the Annual Review and Dismissal (ARD) Committee for English learners who are also served through special education.
- If all necessary assessment results have been received for LPAC's decision for reclassification, **send [Parent Notification on Student Progress](#)** to parents of:
 - ELs reclassifying and exiting program services (or ELs reclassifying with parental denial of services),
 - ELs reclassifying and continuing Dual Language Immersion (DLI) program services,
 - students moving from Monitoring Year 1 (F) after reclassification to Year 2 (S), or
 - students completing Year 2 of Monitoring.
- Send [Parent Notification of Reclassification and Approval of Program Exit](#)**, if reclassification is NOT pending any assessment results, to parents of ELs who are:
 - reclassifying and exiting program services or
 - reclassifying and continuing DLI program services.
- Prepare *Parent Notification on Student Progress* and *Parent Notification of Reclassification and Approval of Program Exit*** forms for ELs who are reclassifying pending any assessment results. See below in Summer 2021 for instructions for a member of the LPAC to complete this process.
- Send** TELPAS reports (if available) to all parents of English learners, including ELs with parental denial. Report dates can be found on the [2020-2021 Student Assessment Testing Calendar](#).

*Note: Due to the allowable extended timeline for reclassification of English learners through the first 60 calendar days of the 2021-2022 school year, some of the tasks above may be likewise extended.

SUMMER 2021

- For ELs reclassifying pending any assessment results, when necessary results are received during the summer, a member of the LPAC follows through with the LPAC reclassification decision made at the EOY as follows:
 - If assessment results confirm the LPAC decision for reclassification, the LPAC representative **sends** the *Parent Notification on Student Progress* and *Parent Notification of Reclassification and Approval of Program Exit* forms that were prepared at EOY (Spring 2021).
 - If assessment results do not confirm the LPAC decision for reclassification, the LPAC representative **does not send** parent forms prepared at EOY; the parents of these students will receive a *Parent Notification on Student Progress* form at the beginning of the year (BOY) for continuation of EL identification and participation in program services, as applicable.
- Prepare [PEIMS code](#)** changes for English learners who are reclassifying as follows:
 - **Reclassification:** LEP/EL Indicator Code changes from LEP/EL (1) to Monitor Year 1 (F)
 - If the 2020-2021 reclassification process is complete on or before the first day of the 2021-2022 school year, the LEP/EL Indicator code change is effective on the first day of school.

- If the 2020-2021 reclassification process is extended into the 2021-2022 school year, the LEP/EL Indicator code change is effective on the date of the LPAC decision for reclassification following assessment results*.
- Exit: Removal of Parental Permission Code and Bilingual, ESL, or Alternative Language Program Code
 - If the 2020-2021 reclassification process is complete and parental approval of exit is received on or before the first day of the 2021-2022 school year, the exit is effective on the first day of school.
 - If the 2020-2021 reclassification process is extended into the 2021-2022 school year and/or parental approval of exit has not yet been received on or before the first day of school, the exit is effective on the date of parental approval of exit*.
 - If the student is continuing program participation after reclassification, Parental Permission Code indicates program continuation (G) and the appropriate program code (Bilingual, ESL, or Alternative Language) is indicated. Based on the goals of the program, the LPAC would only recommend program continuation after reclassification for Dual Language One-Way or Two-Way program models (Bilingual Program Type Code 4 or 5).

* Note: Fatal Warnings in PEIMS related to reclassifying or exiting students effective after the first day of school year will be lowered for the 2021-2022 school year.

FALL 2021

- Complete** any pending reclassification assessments and decisions for English learner reclassification. Remember, LAS Links should only be administered to English learners who did not complete all four domains of the 2020-2021 TELPAS **and** who have demonstrated potential for reclassification.
- Ensure** parental approval of exit is obtained promptly. Students must remain in their bilingual or English as a second language (ESL) program until parental approval of exit has been obtained, even though they have been reclassified as English Proficient/Non-LEP. Parental approval of program exit can be obtained in writing, through a documented phone conversation, or by e-mail that is documented in writing and retained. Phone or email source must be verified.
- Within the first 30 calendar days of the 2021-2022 school year, **send Parent Notification on Student Progress** form* to parents of:
 - English learners continuing bilingual or ESL program services and
 - English learners with a parental denial.
- Communicate** to teachers the status of English learners continuing in program services, continuing as identified ELs with a parental denial of services, and those who are entering year 1 of monitoring after reclassification. Additionally, communicate most current language proficiency levels of each student as well as the documented linguistic supports used by previous teachers.

* If LAS Links is administered for reclassification, the results may be included within this progress letter.

RESOURCES

- [2020-2021 English Learner Reclassification Updated Criteria and Guidance](#)
- *SY 20-21 English Learner Guidance FAQ* – located on the [TEA COVID-19 Support: Special Populations webpage](#)
- [Spring 2021 Assessment Guidance](#)