

LANGUAGE PROFICIENCY ASSESSMENT COMMITTEE RESPONSIBILITIES/COMPOSITION

RESPONSIBILITIES

Classify students as Bilingual or ESL within four (4) weeks of enrollment based on the Home Language Survey and IPT Test (Oral Idea Proficiency Test).

Review and Assess the oral language proficiency scores and level of each Limited English Proficient (LEP) student based on the results of the IPT Test.

Recommend the appropriate instructional placement for all identified B/ESL students, including those identified for special education.

Facilitate the participation of B/ESL students in other special programs for which they are eligible.

Reclassify B/ESL students, including denials, as English proficient when they meet exit criteria.

Conference with parents who deny B/ESL placement and service and document as needed.

Monitor the academic progress of each student who has exited from the B/ESL Program within the past two years to determine whether the student is academically successful. Those students who are not academically successful are to be reclassified and recommended for B/ESL participation or other programs which may address their needs.

Maintain updated and accurate and timely B/ESL rosters with the assistance of the Community Enrichment Center (CEC).

Document all committee meetings, actions and recommendations on a 15th of the month report (copies of which go to the Bilingual Office, the CEC and the PEIMS Office).

Ensure representation on the ARD Committee for each B/ESL student who qualifies for services in the special education program.

Notify parents via an appropriate program letter when students are moved from a Bilingual to ESL setting or vice-versa.

Page 2 Language Proficiency Assessment Committee

COMPOSITION

The LPAC Committee needs to be selected at each campus as early in the fall as possible in order to have an active group ready to make decisions regarding students who qualify for B/ESL services. An LPAC Committee should consist of the following:

- ◆ Campus Administrator
- ◆ B/ESL Certified Teacher
- ◆ Professional Transitional/Educator (Counselor)
- ◆ Parent of LEP Student

If possible, it is recommended that two (2) parents be selected to serve on the committee. If one is unable to attend a meeting, the other parent is on call.

Please note that a parent serving on the LPAC Committee cannot be an employee of the GPISD.