



October 2008

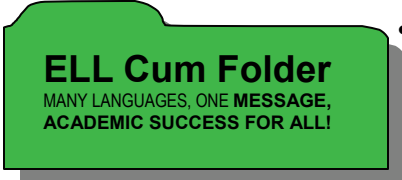
Many Languages, One Message,
ACADEMIC SUCCESS FOR ALL!



Sun	Mon	Tue	Wed	Thu	Fri	Sat
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ELL October Tips for Principals, Secretaries, and Home School Liaisons:



- **Green** folders are to be use ONLY for students who:
 1. qualified for ELL services, accepted, and are placed in the ELL program
 2. qualified for ELL services but refused.

- **IMPORTANT REMINDER:** ALL students new to district who answer YES to one of the two Home Language survey questions must be administered the W-APT language placement test. If student qualifies for ELL services, W-APT scores, qualification, and Acceptance/Refusal status. This information WILL BE ENTERED in PANTHER by the Testing Specialist at the FWC for the elementary schools only, middle schools and high schools will enter the information in Panther. **ALL schools will enroll students in the program once parents accept ELL services by signing and dating the Notice of Enrollment (Parent Notification Letter) and they will enter this additional information in PANTHER.**

- All new students who qualify for ELL services must have a Notice of Enrollment (Parent Notification Letter) that is signed and dated showing that they have accepted services as well as the Program Description in their green folder.
- Remember that students that refuse ELL services must have a Notice of Enrollment (Parent Notification Letter) signed and dated showing that they do not authorize ELL services for their child. The Notice of Enrollment (Parent Notification Letter) must be placed in the green folder together with the W-APT test and scoring sheet. This information WILL BE ENTERED in PANTHER by the Testing Specialist at the FWC for the elementary schools only, middle schools and high schools will enter the information in Panther.
- Returning students: The language proficiency test (W-APT) is valid for one year only.
 - If a student leaves the district and comes back in the SAME school year, the student does not need to take the W-APT again.
 - If the student leaves the district and comes back in the FOLLOWING school year (or any year after that), the student needs to be given the W-APT.
- W-APT is the State prescribed assessment to determine eligibility for ELL services. It should NOT be administered twice for the purposes of revisiting language proficiency.

