

Region 12, ESL/Bilingual 2023-24 Year at a Glance

July 2023	August 2023	September 2023	October 2023	November 2023	December 2023
<ul style="list-style-type: none"> □ Complete & distribute summer school progress reports (to parents & 21-22 teachers) □ Review assessment scores received in July & close out LPAC forms where applicable □ Finish sending Parent Notification of Reclassification & Permission for Exit letters □ Finish sending Parent Notification of Student Progress for Year 1 & 2 Monitors □ Verify quantity of LAS materials for fall identification & reclassification □ Provide LAS training for test proctors <ul style="list-style-type: none"> - DRC Webinars - DRC recorded webinars □ Review DIP/CIP to identify, plan, & schedule PD for new and returning BE/ESL teachers and administrators □ Review PEIMS coding for EBs <ul style="list-style-type: none"> - Served EBs - Denials - Monitors - Rollover □ Locate/order materials for BE/ESL classrooms □ Complete ESSA Title III application or R12 Google form if in SSA and you didn't fill it out in April https://forms.gle/TPhE5ToX7TZJB9tpZ □ Title III Symposium, July 17-18 	<ul style="list-style-type: none"> □ View TEA LPAC Framework modules and register for Region 12 support sessions as needed. □ Register & attend TEA EB support TETNs □ Register for Region 12 Quarterly Director's Meetings □ Provide LPAC training for LPAC members & designated parents □ Provide LAS training for test proctors □ Identify & assess potential EB □ Hold initial LPAC meetings □ Send & document parent permission for newly identified EBs □ Complete reclassification assessments & doc □ Review teacher certifications & assignments □ Collaborate w/counselors & admin re: EB course schedules □ Review DIP/CIP to identify, plan, & schedule PD for new and returning BE/ESL teachers and administrators □ Review & disseminate EB information: <ul style="list-style-type: none"> - EBs moving campuses - program placement - ELPS/TELPAS data - EB instructional accommodation checklists - Parent denials - Monitors, Y1 & 2 - Personal graduation plans □ Plan T3 Parent, Family, Community event 	<ul style="list-style-type: none"> □ Attend R12 BE/ESL Dir Quarterly Mtg. □ View TEA LPAC Framework modules and register for Region 12 support sessions as needed. □ Identify & assess potential EB □ Hold initial LPAC meetings □ Send & document parent permission for newly identified EBs □ Complete reclassification assessments & doc □ Review teacher certifications & assignments to prepare for Exceptions/Waivers (Nov 1) □ Disseminate EB student information (proficiency levels, instructional accommodations, parent-denials, etc.) to appropriate teachers □ Provide PD in ELPS/SI □ Identify TELPAS Raters & Verifiers for Spring 2023 □ Verify PEIMS coding □ Register for LPAC Decision-Making □ Prepare required BE/ESL Annual Program Evaluation (due to Board on Nov 1) □ Work w/teachers & SPED to identify grade 2 EBs who may qualify for TELPAS Alt □ Plan/Implement T3 Parent, Family, Community events □ Complete 2021-22 ESSA T3 Compliance Report 	<ul style="list-style-type: none"> □ Attend LPAC Decision-Making Training (do TEA modules) □ Attend Exceptions/Waivers training (if applicable) □ Review and update PEIMS data for Snapshot (Oct. 27) <ul style="list-style-type: none"> - New or returning EBs in BE or ESL programs - New and returning students w/parent denials - EBs participating in other programs - Current year EB - Immigrant coding - Monitored F & S, 3, 4, 5 - Reclassified students □ Complete State BE Exceptions and ESL Waivers (Due Nov. 1) □ Prepare BE/ESL Program Evaluation (Due to the Board on Nov 1) □ Work w/teachers & SPED to identify grade 2 EBs who may qualify for TELPAS Alt □ Schedule ARD/LPAC for grade 2 EBs who meet criteria for TELPAS Alt □ Collaborate w/District Testing Coordinator for Dec EOCs □ Implement Title III Parent, Family, Community events □ Submit Exceptions/Waivers if applicable (Due Nov. 1) □ Complete & submit required BE/ESL Annual Program Evaluation for submission to Superintendent (Due before Nov. 1) 	<ul style="list-style-type: none"> □ Schedule and conduct LPAC meetings for December EOC Assessments ONLY □ Hold ARD/LPAC for grade 2 EBs who meet criteria for TELPAS Alt □ Use program evaluation to guide program improvement plans & to identify PD and program needs □ Implement Title III Parent, Family, Community events 	<ul style="list-style-type: none"> □ Continue to monitor EB linguistic and academic progress (including F, S, and parent-denials) □ Review EB student data, formal and informal to ensure SLA instruction is aligned to the linguistic and academic needs of each EB □ Update linguistic accommodations as needed □ Collaborate with DTC/CTC for state assessments, including technology needs and required staff development. □ Prepare for assessment coding □ Reconcile PEIMS data with current EBs in BE/ESL, parent denials, and other programs □ Implement Title III Parent, Family, Community events □ Look for ESSA T3 validation request

January 2024	February 2024	March 2024	April 2024	May 2024	June 2024
<ul style="list-style-type: none"> □ Attend R12 BE/ESL Dir Quarterly Mtg. □ Revisit Instructional Accommodations Checklist and update based upon linguistic and academic progression of EBs □ Verify technology for upcoming TELPAS □ Order assessment materials for EOY reclassification & spring round-up □ Complete MOY linguistic progress monitoring for Pre-K/Kinder EBs □ Attend R12 MOY LPAC training (optional) 	<ul style="list-style-type: none"> □ Revisit Instructional Accommodations Checklist and update based upon linguistic and academic progression of EBs □ Identify linguistic accommodations routinely used in the classroom that may be recommended for use on state assessments □ Schedule and conduct LPAC Assessment Decision-Making for spring STAAR/EOCs □ Conduct required TELPAS rater activities □ Conduct required TELPAS window activities □ Begin planning for required BE/ESL summer school program □ Verify years in U.S. schools, current EBs, monitored F, S, and parent denials □ Verify Asylee/Refugee/SIFE status 	<ul style="list-style-type: none"> □ Conduct LPAC Assessment Decision-Making for spring STAAR/EOCs □ Conduct required TELPAS window activities □ Review EB enrollment numbers to anticipate new BE/ESL classrooms and staff for 2024-25 □ Continue planning for required BE/ESL summer school program □ Send summer school interest letters □ Begin EOY assessments for Pre-K, 1, 2, 11, & 12 □ Attend R12 EOY LPAC training (optional) □ Verify years in U.S. schools, current ELs, monitored F, S, and parent denials □ Verify Asylee/Refugee/SIFE status 	<ul style="list-style-type: none"> □ Attend R12 BE/ESL Dir Quarterly Mtg. □ Conduct required TELPAS window activities □ Verify and submit TELPAS assessment data □ Attend R12 EOY LPAC training (optional) □ Schedule annual review LPAC meetings for participating EBs, parent denials, and monitored F, S □ Collaborate with SPED to establish 2024-25 Special Exit Criteria for EBs with SCD □ Initiate Pre-K to Kindergarten round-up activities to identify potential EBs □ Collaborate w/counselors and administrators to create class schedules □ Continue planning for required BE/ESL summer school program □ Complete EOY assessments for Pre-K, 1, 2, 11, & 12 	<ul style="list-style-type: none"> □ Conduct LPAC Annual Reviews □ Collaborate with SPED to establish 2024-25 Special Exit Criteria for EBs with the most SCD □ Update Instructional Accommodations Checklist for BOY 23-24 based upon linguistic and academic progression of EBs □ Continue planning for required BE/ESL summer school program □ Register for BE/ESL Program Manual &/or Evaluation Work Sessions or Director's Academy (optional) 	<ul style="list-style-type: none"> □ Attend Region 12 BE/ESL Director's Academy □ Implement summer school if minimum number of EBs is met □ Ensure documentation is properly filed in student records □ Continue program planning for upcoming school year □ Develop &/or update processes & procedures as needed □ Follow-up with pending reclassifications □ Send parental notification of reclassification □ Send parental notification of progress for year 1 and 2 monitors □ Conduct EB PD for teachers and administrators □ Attend LAS training (if necessary) □ Order EB assessment materials