



RECLASSIFICATION POLICY AND PARENT / GUARDIAN NOTIFICATION

Reclassification refers to a change in status of an English Language Learner (ELL) student to non ELL status, i.e. Former English Learner (FEL).

1. The reclassification process is coordinated by the ELL Director in consultation with the classroom teacher, ESL Instructional staff and with Special Education personnel, when appropriate.
2. Reclassification occurs in the spring of each school year once relevant data (ACCESS, classroom performance) has been collected and in order to make student placement recommendations for the following year.
3. The Reclassification Team includes the ELL Director, ELL Program Specialist, ELL High School Counselor, the classroom teacher(s), ESL Instructional Specialist(s), the school principal, and special educators included on the IEP Team who may be familiar with the student's academic performance.
4. Students in grades K – 2 will be considered for reclassification based on ACCESS and other formative and summative test results. Students in grades 3 - 12 will be considered for reclassification when they have scored either at a sufficient level on ACCESS or have scored a High Needs Improvement on the MCAS ELA (230 – 238) as well as classroom performance. The Reclassification Team reviews additional student data, including assessment data and teacher recommendations, to finalize decisions for reclassification for the following school year (ELL Form 15A).
5. If it is determined that the student will be reclassified from LEP status to NOT LEP status (or former English learner (FEL)), the student will EXIT from the English language instructional program and a notification of the student's FEL status will be sent to the student's parent/guardian.
6. At the end of each school year all parents/guardians of currently identified LEP students will receive a continuation in SEI (1, 2, and 3) or completion of SEI program notification.
7. A reclassification (or former English learner (FEL) student) requires that the student be formally monitored for 4 years after his/her reclassification to not ELL/FEL status. See ELL Monitor Policy below.

Somerville Public Schools English Language Learner Programs
Student Reclassification Form (*for all students*)

EL English - #15
4/2018

Student Name:		Meeting Date:		
Assessment/Data	Student Score/Comments	District Score Required to Exit from Program	Student Met Benchmark?	
			Yes	No
ACCESS Level				
W-APT/WIDA Screener				
WIDA Model				
MCAS ELA				
IPT				
OTHER ASSESSMENTS				
Grades in Content Areas				
Teacher Observation and Notes:				

Teacher	Review Step	√	Explanations/Evidence
ESL & Classroom Teachers or SEIP Teacher LAT Member	Student demonstrates proficiency in English language speaking and comprehension.		
	Student demonstrates proficiency in English language reading.		
	Student demonstrates proficiency in English language writing.		
	Other:		

The student is recommended for reclassification. (*check one*)

Student has met the required benchmark

Student has demonstrated proficiency - if the student did not meet the benchmark, please provide rationale:

A reclassification (or former English learner (FEL) student) requires that the student be formally monitored for 4 years after his/her reclassification to not LEP/FEL status. The district's **Student Reclassification** form will be used to keep track of the not LEP/FEL student's academic progress.

Signature of Classroom / SEIP Teacher: _____ Date: _____

Signature of ESL Specialist: _____ Date: _____

Original to: Student Temporary Record Folder
Copies to: ELL Office