Christopher Columbus Charter School

 916 Christian Street

 1242 South 13th Street

Philadelphia, PA 19147

Charter Evaluation Organizational Compliance Action Plan

**Action 1 – ESL Policy and Learner Identification Notice**

Revise school’s notice of English Learner identification and program placement to include:

1. WIDA Screener/W-APT (K) results and proficiency level.
2. A description of the benefits of the ELL program.
3. A detailed description of our LIEP (instructional methods, program content, and program type)
4. Exit criteria and expected timeline for obtaining English language proficiency.
5. Information about the parents’ right to decline ELD programs or services in whole or in part.
6. Make the notice available in families’ preferred language.

**Action 2 – EL Timely Evaluation**

Students are identified and placed within 30 days of the first day of school or within 14 days of enrollment using the WIDA Screener/W-APT (K).

1. Encourage teachers to recommend transfer student for ELP testing in a timely manner in cases where the HLS did not indicate another language, but the student clearly is struggling with English proficiency.
2. Maintain a welcoming environment where the HLS is disseminated.
3. The home language survey is translated into home languages of parents/guardians and includes information about the purpose of the HLS (offering appropriate educational services, not for determining legal status).

**Action 3 – ESL ACCESS**

Students are given the ACCESS for ELLs in a timely manner.

1. All current and newly identified ELs are entered into PIMS within 30 days of the beginning of the year or within 14 days of enrollment.
2. All ELs are given the ACCESS test annually.
3. Students who qualify for ESL and enroll during WIDA ACCESS testing window will be added manually to the testing roster and the additional testing materials will be ordered so they can be included.