

SECTION: PROGRAMS

TITLE: LIMITED ENGLISH  
PROFICIENCY PROGRAM

ADOPTED: SEPTEMBER 17, 2012

REVISED: January 16, 2018

# HARRISBURG SCHOOL DISTRICT

138. LIMITED ENGLISH PROFICIENCY PROGRAM	
1. Purpose	In accordance with the Board's philosophy to provide a quality educational program to all students, the district shall provide an appropriate planned instructional program for identified students whose dominant language is not English. The goal of the program shall be to increase the English language proficiency of eligible students so that they can attain the academic standards adopted by the Board and achieve academic success. English Learners (ELs) will be identified, assessed and provided instruction, and shall be provided an equal opportunity to achieve their maximum potential in educational programs and extracurricular activities, consistent with federal and state laws and regulations.
2. Definition	For purposes of this policy, English Language Proficiency (ELP) shall be defined as the individual's competency level in the skill areas of listening, speaking, reading, and writing as determined by English language proficiency instruments approved by Pennsylvania Department of Education (PDE).
2. Authority Title 22 Sec. 4.26 20 U.S.C. Sec. 6801 et seq Pol. 103, 103.1	The Board shall approve a written program plan of educational services for each student whose dominant language is not English. The Language Instructional Educational Program (LIEP) shall include planned English Development Instruction and adaptations/modifications in the delivery of content instruction and assessments based on student's language proficiency levels and PA English Language Development Standards and PA Academic Standards. The LIEP shall be based on effective research-based theory, be implemented with sufficient resources and appropriately trained staff, and be evaluated periodically.
SC 1205.1, 1205.2 Title 22 Sec. 4.13 Pol. 100, 333	The Board will direct administration to include provisions for the Language Instructional Educational Program in its Strategic Plan and appropriate training for professional staff in its Professional Education Plan.  The Board may contract with Capital Area Intermediate Unit No. 15 for Limited English Proficiency services and programs.

<p>3. Delegation of Responsibility</p>	<p>The Superintendent or designee shall implement and supervise an LEP program that ensures appropriate LEP instruction in each school and complies with federal and state laws and regulations.</p> <p>The Superintendent or designee, in conjunction with appropriate stakeholders, shall develop administrative regulations regarding the Language Instructional Educational Program including:</p> <ol style="list-style-type: none"> <li>1. Program goals.</li> <li>2. Student enrollment procedures.</li> <li>3. Assessment procedures for program entrance, measurement of progress, and program exit.</li> <li>4. Classroom accommodations.</li> <li>5. Grading policies.</li> </ol> <p>List of resources, including support agencies and translation services.</p>
<p>4. Guidelines Title 22 Sec. 11.11 20 U.S.C. Sec. 6801 et seq Pol. 200</p>	<p>The district shall establish procedures for identifying and assessing the needs of students whose dominant language is not English. The Home Language Survey shall be completed for each student upon enrollment in the district, and shall be filed in the student's permanent record folder through graduation. For students whose dominant language is not English, assessment of the student's English proficiency level must be completed to determine the need for Language Instruction Education program (LIEP).</p>
<p>Pol. 102</p>	<p>The Language Instruction Education program (LIEP) shall be designed to provide instruction that meets each student's individual needs, based on the assessment of English proficiency in listening, speaking, reading and writing. Adequate content area support shall be provided while the student is learning English, to assure achievement of academic standards.</p>
<p>Pol. 304</p>	<p>Certified employees and appropriate support staff, when necessary, shall provide the Language Instruction Education program (LIEP). The district shall ensure that all teachers in the Language Instruction Education program (LIEP) hold the appropriate certification and can demonstrate academic language proficiency in English.</p>
<p>20 U.S.C. Sec. 6812, 6826, 6841</p>	<p>The Language Instruction Education program (LIEP) shall be evaluated periodically to ensure all components are aligned and working effectively to facilitate the acquisition of the English language and achievement of academic standards, and shall be revised when necessary to ensure greater student achievement.</p>
<p>Pol. 103.1, 113</p>	<p>Students who are English Learners (EL) may be eligible for special education services when they have been identified as a student with a disability and it is determined that the disability is not solely due to lack of instruction or proficiency in the English language.</p>
<p>Pol. 114</p>	<p>Students who are English Learners may be eligible for gifted education services,</p>

<p>Pol. 103.1, 113, 114</p>	<p>when identified in accordance with law, regulations and Board policy. The district shall ensure that assessment of a student for gifted education services screens for intervening factors, such as English Learner, that may be masking gifted abilities.</p>
<p>Title 22 Sec. 4.51, 4.51A, 4.51B, 4.51C, 4.52</p>	<p>Students participating in Language Instruction Education program (LIEP) who are eligible for special education services shall continue receiving Language Instruction Education program (LIEP) instruction, in accordance with their Individualized Education Program (IEP) or Gifted Individualized Education Plan (GIEP), at the appropriate proficiency and developmental level.</p>
<p>20 U.S.C. Sec. 6812, 6826, 6841, 6842 Pol. 102, 127, 217</p>	<p>Students participating in Language Instruction Education program (LIEP) shall be required, with accommodations, to participate in assessments and meet established academic standards and graduation requirements adopted by the Board.</p>
<p>20 U.S.C. Sec. 1703 Pol. 115, 122, 123</p>	<p>Students shall have access to and be encouraged to participate in all academic and extracurricular activities available in the district.</p>
<p>20 U.S.C. Sec. 6826 20 U.S.C. Sec. 6812, 6826, 6841</p>	<p>Students shall exit from the Language Instruction Education program (LIEP) in accordance with state required exit criteria.  The LEP program shall be evaluated for effectiveness as required, based on the attainment of English proficiency, and shall be revised when necessary.</p>
<p>20 U.S.C. Sec. 7012 42 U.S.C. Sec. 2000d et seq</p>	<p><u>Family Engagement and Communication</u></p>
<p>20 U.S.C. Sec. 7012</p>	<p>Communications with parents/guardians shall be in the mode and language of communication preferred by the parents/guardians.</p> <p>At the beginning of each school year, or within fourteen (14) days of enrollment during the school year, the district shall notify parents/guardians of students enrolled in Language Instruction Education program (LIEP) regarding the instructional program provided to their student.</p> <p>Parents/Guardians shall be notified of their right to refuse certain separate, specialized programs and services that may be part of the LIEP.</p>

Pol. 127, 212	Parents/Guardians shall be regularly apprised of their student's progress, including achievement of academic standards and assessment results.
20 U.S.C. Sec. 7012	Parents/Guardians shall be notified of their right to opt the student out of supplemental Language Instruction Education program (LIEP) programs/opportunities provided through federal funding, in accordance with applicable law.
Pol. 304, 333	Certified professional employees and appropriate support staff, when necessary, shall provide the LEP program.
20 U.S.C. Sec. 6812, 6826, 7012	The district shall maintain an effective means of outreach to encourage parental involvement in the education of their children.
	<p>References:</p> <p>State Board of Education Regulations – 22 PA Code Sec. 4.26, 4.51, 4.51A, 4.51B, 4.51C, 4.52, 11.11</p> <p>Equal Education Opportunity Act, amending Educational Amendments of 1974 – 20 U.S.C. Sec. 1703</p> <p>No Child Left Behind Act – 20 U.S.C. Sec. 6801 et seq.</p> <p>Title VI of the Civil Rights Act – 42 U.S.C. Sec. 2000d et seq.</p> <p>Improving Academic Achievement, Title 34, Code of Federal Regulations – 34 CFR Part 200</p> <p>Board Policy – 000, 100, 102, 103, 103.1, 105.1, 113, 114, 115, 122, 123, 127, 200, 212, 217, 304, 333</p>