



# Rocky River City School District

Louise Borden, *ELL Coordinator*  
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Student: \_\_\_\_\_ Date: \_\_\_\_\_

Building: \_\_\_\_\_ Grade: \_\_\_\_\_

Dear Parent/Guardian:

Our district is required to assess the English language proficiency of all students whose home or native language is other than English. Your child's English communication skills have been assessed because you indicated on the Home Language Survey that a language other than English is spoken in your home. We have used the *Idea Proficiency Test (IPT)* to assess your child's English language proficiency in the areas of listening, speaking reading and writing:

These are the results of your child's English initial language assessments:

Overall English Language Proficiency Level: \_\_\_\_\_

<b>Listening and Speaking</b>	_____ Non-English Speaker	_____ Limited English Speaker	_____ Proficient English Speaker
<b>Reading</b>	_____ Non-English Reader	_____ Limited English Reader	_____ Proficient English Reader
<b>Writing</b>	_____ Non-English Writer	_____ Limited English Writer	_____ Proficient English Writer

Based on these results of this assessment, the English Language Learner (ELL) program is being offered to help your child learn English and make academic progress. This program is designed to help your child attain English language proficiency as quickly as possible so that he or she can be successful in academic classrooms. Specialized instruction is provided by a teacher who is trained to support English language development. The teacher works closely with classroom teachers and uses a variety of activities and resources to help children achieve academic success.

Your child may also participate in other academic supports that the school offers, such as homework or reading support. The ELL teacher may also monitor your child's progress by consulting with the classroom teachers.

Your child's ELL program:         direct service  
    academic support  
    consult

The program or combination of programs indicated above is designed to help your child attain English language proficiency as quickly as possible so that your child can participate effectively in the mainstream classroom.

Your child will be assessed each spring using the Ohio Test of English Language Acquisition (OTELA) to measure progress in acquiring English proficiency and you will be notified of his or her English proficiency each year. A student attains the required level of English proficiency to be exited from a district's limited English proficient (LEP) program when he or she:

- Obtains a composite score of 5 on the Ohio Test of English Language Acquisition (OTELA); or
- Obtains a composite score of 4 on the OTELA, subsequently completes a trial period of mainstream instruction and obtains a composite score of 4 or above on the OTELA during the trial period of mainstream instruction

**Special Conditions**

- Students will not be exited from the LEP program before Grade 3.
- Students who obtain a composite score of 4 or 5 on the OTELA in Grade 2 and obtain a composite score of 4 or above on the OTELA during the completion of a trial period of mainstream instruction in Grade 3 shall be exited from the program.

Based on your child's level of English language proficiency, we expect that your child will receive English language services for approximately \_\_\_\_\_ years.

We invite you to visit the school and meet with the staff to learn more about this program. If you have questions, please contact me at (440) 356-6800, x7357 or [borden.louise@rrcs.org](mailto:borden.louise@rrcs.org).

Sincerely,

Louise Borden  
*ELL Coordinator*



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***Please sign and return this paper with your child.***

Student: \_\_\_\_\_

Grade: \_\_\_\_\_

1. I understand the information in the letter about ELL services.

Yes \_\_\_\_\_ No \_\_\_\_\_

2. I would like someone to explain the information in my native language.

Yes \_\_\_\_\_ No \_\_\_\_\_

My native language is: \_\_\_\_\_

3. I would like my child to receive ELL services for the 2011-2012 school year.

Yes \_\_\_\_\_ No \_\_\_\_\_

If you do not wish to have your child receive ELL services, we will discuss with you other support that your child may receive. **The district is still required to monitor your child's progress with the OTELA assessment each spring until the exit criteria is met.**

\_\_\_\_\_  
Parent/Legal Guardian Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Phone number