English Learner Program Guide

effective for the
2013 – 2014 school year
A Word from the Superintendent

Dear Parents and Caring Adults,

Thank you for taking the time to learn more about the available programs and services for English Learners. The purpose of this guide is to provide parents/guardians of English Learners with detailed information about the educational programs and multilingual pathways available for students who are English Learners. The guide also includes details of the language assessments for English Learners and a general description of the enrollment process. In offering this guide, it is the district’s goal that our parents/guardians of English Learners will be able to successfully navigate the enrollment process in a manner that allows them to make an informed and appropriate choice of educational program for their child. This information should be used with the district’s Enrollment Guide which provides more information on schools and the enrollment process.

Respectfully yours,

Superintendent Richard Carranza

At San Francisco public schools, we believe
We believe that “Language is our cultural tool – we use it to share experience and so to collectively, jointly, make sense of it… Language is therefore not just a means by which individuals can formulate ideas and communicate them, it is also a means for people to think and learn together.”

The Guided Construction of Knowledge
~ Neil Mercer
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**CELDT and Classification of English Learners**

California English Language Development Test (CELDT) is an important standardized test for English Learners (ELs). There are two categories of CELDT tests:

- **Initial Test:** Identifies English Learners and assesses their English language proficiency level so that they receive appropriate instruction in English.

- **Annual Test:** Assesses progress of English Learners and is one of the criteria used for reclassifying EL students. Students who are not reclassified must take English Language Development leveled by proficiency until they are reclassified.

**Your child is classified as an English Learner (EL) if:**

1. When you filled out the “Home Language Survey” on the SFUSD Enrollment Application, you answered at least one of the following questions with a language other than English:
   - What language did your child first learn when s/he began to talk?
   - What language do you use most frequently to speak with your child?
   - What language does your child use most frequently at home?

2. And

   - At kindergarten or first grade, your child did not receive an overall score of 4 or 5 on the California English Language Development Test (CELDT) the first time he/she took the test or received an overall score of 4 or 5 but had a sub-score that was below 3 in either the listening or speaking section.
   - At grades two and above, your child did not receive an overall score of 4 or 5 on the California English Language Development Test (CELDT) or received an overall score of 4 or 5, but had one or more sub-scores below 3.

3. **Or** your child has not yet been reclassified as an English proficient student by SFUSD.

If the Home Language Survey indicates that only English is spoken in the home, a teacher may request that a student be assessed using the CELDT if the teacher is concerned that the student may have English language acquisition challenges. If the student does not score a 4 or 5 on the CELDT, he/she will be classified as an English Learner.

**As English Learners, students must receive services and are eligible for programs until they are reclassified as English proficient students.**
Lau Action Plan for English Learners

Background
Since the Lau v. Nichols case over 35 years ago, SFUSD has had a plan for providing English Learners with programs and services to academically succeed. In September of 2008, the district renewed its commitment by developing a Lau Action Plan to address the needs of today’s English Learners.

Aligned with the district’s strategic goals for all SFUSD students, the new plan will ensure that English Learners acquire high levels of English and home language proficiency (whenever available), academic achievement, and skills that will lead to success in the 21st century.

The New Lau Plan includes guidelines on:
• proper identification and placement of English Learners
• access to effective learning pathways and specialized programs and services
• appropriate staffing and professional development
• meaningful parent outreach and involvement
• internal monitoring and evaluation of programs and services

1. Plan Ahead to Register “On-time”

Applying by January 22, 2013 gives you the best chance of receiving an assignment to a requested school. All applications received by January 22, 2013 will be processed together. We encourage you to take time to find out about and visit schools before you submit your enrollment application. If you submit an application by January 22, 2013, an assignment offer will be mailed to you on March 15, 2013.

2. Discover your School Options

San Francisco Unified School District (SFUSD) offers a wide variety of high quality school programs. While every school is responsible for teaching our children to the same high academic standards, each school has unique features and services. Explore your school options to find out which schools will best meet your child’s needs.

• Visit schools

We encourage you to visit the schools that you are considering for your child. It’s a great way to meet staff, find out about services, and get a feel for the environment of the school. All schools encourage visitors. We’ve listed “visit days” in each school description in the Enrollment Guide. We’ve also included contact numbers for each school. Please call ahead and plan your visit with them. Stop by the school office to sign-in, then take a tour, observe classes, and talk to principals, teachers, and other parents.

• Visit the Educational Placement Center (EPC)

The EPC provides basic information about SFUSD schools. Staff can answer your questions about enrollment procedures and assignment guidelines. The EPC distributes enrollment applications and informational materials about the enrollment process, accepts enrollment applications, conducts language assessments, and generates assignment offers. Hours: 8:00 a.m. to 4:30 p.m., Monday to Friday.

• Visit our website

Look up information about SFUSD schools on our website at www.sfusd.edu/enroll. Our website has general information about our school district and enrollment. Additionally, each school publishes an annual report that is available on our website. The reports include a school summary and data on demographics, attendance and test scores. Materials are also available in other languages.

3. Obtain and Complete an Enrollment Application

You may request any school in the district and can list any number of schools on your enrollment application (use “Additional School Choices Form” to list additional school requests). Enrollment applications are available at all SFUSD schools and at the Educational Placement Center located at 555 Frank-
How to Enroll: Step by Step

Lin Street, San Francisco, CA 94102. You may also print out an application from our website at www.sfusd.edu/enroll. If your child currently attends a San Francisco Unified School District school and will be entering middle school (6th grade) or high school (9th grade) next year, you will receive an application in the mail. Please be sure that the district has your current address on record. If you don’t receive an application in the mail by November 3, 2012, you may use a general enrollment application available on-line, at the EPC, or at any school site.

Supporting Documents

New students and those who have recently moved will need to provide the following original documents with the enrollment application:

A. Picture ID of Parent/Guardian

B. Valid Birth Record

Proof of birth includes birth certificate or official hospital record. If the document does not contain the parent/guardian’s name, additional guardianship verification is required.

C. Two (2) proofs of home address

For verification of home address, you need to provide two current originals that include the name and address of the parent/guardian. Any two of the following documents are acceptable:
- One to two (1-2) utility bills from different agencies dated within 45 days (e.g. PG&E, water, cable, garbage); cell phone bills not accepted.
- Both automobile registration and auto insurance policy (count as one proof, must be current).
- Current homeowner’s/renter’s insurance policy
- Current year’s property tax statement
- Letter from social services/government agency dated within 45 days
- Grant deed, title of property or rental/lease agreement with property owner’s documentation.
- Current Section 8 agreement.

4. Return your Enrollment Application

Make sure that you return your enrollment application by January 22, 2012. You must return your application in person.

- If your child is in a SFUSD school in a transitional grade (5th or 8th), return your enrollment application to your child’s current school.
- If your child is entering kindergarten and you have an older child currently attending an SFUSD elementary school, you may turn your application into your older child’s SFUSD elementary school.
• If your child is entering an SFUSD school for the first time or you are transferring your child from one SFUSD school to another SFUSD school in a non-transitional grade, return your enrollment application to the Educational Placement Center.

5. Schedule Language Assessments (if applicable)
If your child speaks a language other than English, he/she may be assessed for his/her current language skills and may be entitled to additional services. The language assessments evaluate a child’s proficiency in his/her native language (if assessment is available). Since the results help parents identify appropriate program placement for their child, parents should return their enrollment application early so that EPC can schedule and conduct the appropriate assessments. After parents receive the results, they will have the opportunity to finalize their enrollment application. See the “Language Assessments for Enrollment” section of this English Learner Program Guide for more information.

6. Register Your Child at His/Her Assigned School
Once your child has received an assignment, register him/her at the assigned school within the time-frame indicated on your assignment letter. If you do not register your child by the deadline, the offer will be canceled and the space will be made available to other students. If you have selected a language pathway and your child is a potential EL, you must sign and submit a “Parent Exception Waiver for English Learners” when you register at your child’s assigned school.
Language Assessments for Enrollment

Students are assessed and may be entitled to additional services if the answer to one of the first three questions on her/his “Home Language Survey” on the SFUSD Enrollment Application indicates a language other than English. The language assessments evaluate a child’s proficiency in his/her native language (if assessment is available). Since the results help parents identify appropriate program placement for their child, the district recommends that students be assessed before the enrollment application is finalized. The results help parents identify an appropriate program for their child. **Assessments are not timed and students cannot retake the language assessment.**

Where does my child take the test?

- All assessments will be conducted by the staff at the Educational Placement Center, Room 100, 555 Franklin Street or a designated school site.
- Assessments will be scheduled and conducted prior to families receiving an assignment.

What happens after the test?

Once the test is completed and scored, the parents/guardians meet with a counselor at the EPC to discuss test results, program options, and support services. **Parents will have the opportunity to change the school or program requests on their child’s application if they so choose and/or if their child is not eligible for a selected language pathway.**

To obtain further assistance in understanding the language assessments, you may call the EPC to speak to an individual staff person. To reach EPC staff, please call 241-6085. This phone number will direct you to an individual staff person in the following languages: Cantonese, English, Filipino, Mandarin, Spanish and Vietnamese. The EPC staff that provide this support include:

- Lynn Kwong - 241-6085 ext. 13131 (English/Cantonese/Mandarin)
- Shem Korngold - 241-6085 ext. 13100 (English/Spanish)
- Raquel Gomez - 241-6085 ext. 131115 (English/Spanish)
- Hans Gong - 241-6085 ext. 13111 (Vietnamese)
- Catalina Pajar - 241-6085 (Filipino)
# Language Assessments for Enrollment

## Grades K & 1:

The listening/speaking test results are used to determine what type of instructional support and pathway are necessary to meet the language needs of the student.

<table>
<thead>
<tr>
<th>Who is assessed?</th>
<th>What assessments do they take?</th>
<th>How long?</th>
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</table>
| Students who speak a language other than English. That is, any student who lists a language other than English on one of the first three questions on the Home Language Survey section of the Enrollment Application form. | 1. Pathway language tests (listening/speaking):  
  - SFUSD Cantonese Placement Test (CPT)  
  - SFUSD Mandarin Placement Test (MPT)  
  - Pre-Language Assessment Scales (Pre-LAS) Español for entering kindergarten (K)  
  - Spanish Idea Proficiency Test (IPT) for grade 1  
  - Student Oral Language Observation Matrix (SOLOM) in Japanese and Korean for grades K and 1 only | 30 minutes* |
| 2.a. Students who have applied for the 2013–2014 school year prior to July 1, 2013 will be given the California English Language Development Test (CELDT) in listening, speaking, reading and writing at the school site in the late summer or early fall of 2013. | 2.b. Students who apply for the 2013-2014 school year after July 1, 2013 will be given the CELDT at the EPC. | 135 minutes* |
| 3. Students enrolling for the 2012-2013 school year are given the CELDT at the EPC upon enrollment. |  | 135 minutes* |

*These are approximate times. The time a student takes to complete the assessment depends on the individual student. However, parents should anticipate that it will take anywhere from 30 minutes-3 hours.
Language Assessments for Enrollment

Grades 2 through 12:

The language assessment test results are used to determine what type of instructional support and pathway are necessary to meet the language needs of the student.

<table>
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<tr>
<th>Who is assessed?</th>
<th>What assessments do they take?</th>
<th>How long?</th>
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</table>
| 1. Students who speak a language other than English. That is, any student who lists a language other than English on one of the first three questions on the Home Language Survey section of the Enrollment Application form. | 1. Pathway language tests:  
- SFUSD Cantonese Placement Test (CPT)  
- SFUSD Mandarin Placement Test (MPT)  
- Spanish Idea Proficiency Test (IPT) for grades 2 to 12  
- Secondary Spanish Placement Test (District developed) for grades 9-12 | 30 minutes* |
| 2. 2nd to 12th grade students who apply to elementary Dual Language Immersion, elementary Biliteracy or Secondary Dual Language Pathways and do not currently attend a SFUSD program.** | 2.a. Students who have applied for the 2013–2014 school year prior to July 1, 2013 will be given the California English Language Development Test (CELDT) in listening, speaking, reading and writing at the school site in the late summer or early fall of 2013.  
2.b. Students who apply for the 2013-2014 school year after July 1, 2013 will be given the CELDT at the EPC. | 135 minutes* |
| 3. Students enrolling for the 2012-2013 school year are given the CELDT at the EPC upon enrollment. | 135 minutes* |

* These are approximate times. The time a student takes to complete the assessment depends on the individual student. However, parents should anticipate that it will take anywhere from 1-3 hours.

** Students in 2nd grade and above who wish to enroll in an Immersion Pathway must have a degree of proficiency in the pathway language that is appropriate to the grade level to which they are applying. SFUSD students currently enrolled in Immersion Pathways do not have to take a pathway language test to move to the next level or to transfer to another program of the same language. For SY 2013-14, elementary Biliteracy Pathway students who wish to enroll in an elementary Dual Language Immersion Pathway or Secondary Dual Language Pathway will need to take a pathway language test.
MULTILINGUAL PATHWAYS

To maximize English Learner access to a quality education, SFUSD provides 5 pathways:

1. Immersion Pathways
2. Biliteracy Pathways
3. World Language Pathways
4. English Plus Pathways
5. Newcomer Pathways

We encourage parents and guardians to learn more about how each pathway can help English Learners academically succeed.

All Pathways share the following principles or elements:

- **Minimum 30 minutes of English Language Development (ELD).** The district will provide all English Learners at least 30 minutes of ELD per day until they are re-designated as Fluent English Proficient. The amount of ELD will vary and may exceed 30 minutes based on a student’s level of proficiency.

- **Primary Language and/or Specially Designed Academic Instruction in English (“SDAIE”) Methodologies.** The district will provide English Learners with content classes taught in the primary language and/or using SDAIE methodologies which are strategies designed to help English Learners understand the content.

- **Avoid Linguistic Isolation.** In the development and maintenance of pathways, the district will strive to avoid linguistic isolation by incorporating opportunities for English Learners to interact with native English speakers.

- **Bilingual, Cross-cultural, Language, and Academic Development (BCLAD) or Cross-cultural, Language, and Academic Development (CLAD) Teachers.** All English Learner classes will be taught by teachers with at least CLAD certification, and all elementary Dual Immersion, elementary Biliteracy and Secondary Dual Language Pathway classrooms will be staffed by teachers with BCLAD certification.
MULTILINGUAL PATHWAYS

1. IMMERSION PATHWAY

A. DUAL LANGUAGE IMMERSION PATHWAY
(Cantonese, Korean, Mandarin, or Spanish)

The Dual Language Immersion Pathway is designed to ensure both English Learners and native English speakers develop high levels of English and pathway language proficiency and literacy, as well as academic competency.

Student Population
This program is designed for three types of students: (1) English Learners whose home language is Cantonese, Korean, Mandarin, or Spanish; (2) bilingual students who speak Cantonese, Korean, Mandarin, or Spanish and English; and (3) English proficient students.

Instruction
In kindergarten, instruction will occur approximately 80% of the time in the immersion pathway language. The percentage of instruction in English increases from year to year. By fifth grade, 50% of instruction is in English and 50% of instruction is in the immersion pathway language.

At the secondary level starting at grade 6, the elementary Dual Language Immersion and Biliteracy Pathways will merge into the Secondary Dual Language Pathway for each respective language where students take at least two academic classes in the pathway language. The Secondary Dual Language Pathway is designed for students who are native speakers of the pathway language, native English speakers, and bilingual students who all now possess pathway language proficiency. For the Secondary Dual Language Pathway in Cantonese starting in grade 6, students will study both Cantonese and Mandarin.

English Learners who begin schooling in the primary grades through the Dual Language Immersion Pathway are expected to achieve English proficiency by the end of elementary school and to be re-designated to Fluent English Proficient status. Because the Dual Language Immersion Pathway aims to produce high level bilingual/biliterate students with native-like proficiency in both languages, all students are strongly encouraged to continue in the Secondary Dual Language Pathway through 12th grade.

Eligibility
In order to provide effective and continuous Dual Language Immersion Pathways K-12, the district will institute processes during the kindergarten enrollment to assign an appropriate balance of students who are proficient in the pathway language (2/3 to 1/2) and students who have not demonstrated proficiency in
MULTILINGUAL PATHWAYS

the pathway language (1/3 to 1/2) per grade level and classroom.

Prior to student enrollment in the district, student’s parents/guardians complete the SFUSD’s Home Language Survey (HLS) on the enrollment application.

For kindergarten and first grade:
• If the survey indicates that a language other than English is spoken with or by the student in the home, the student will be assessed to evaluate his/her proficiency in the pathway language.
  - If the student meets the proficiency level on the assessment, then he/she will go into the pathway language pool.
  - If the student demonstrates limited proficiencies on the assessment, the parent/guardian may sign an affidavit which determines whether the student has proficiency and is eligible to go into the pathway language pool.
  - If the parent does not sign an affidavit, the student will be placed in the non-pathway language pool.
• If the survey indicates that only English is spoken in the home, the student will not be assessed and will be placed into the non-pathway language pool. Parents may request that their child be assessed in the immersion pathway language. If the student meets the proficiency level on the assessment, he/she will be placed in the pathway language pool.

For grades 2 to 5, the following students are eligible to apply:
• Students currently enrolled in a SFUSD Immersion Pathway or elementary Newcomer Pathway in the respective pathway language; **OR**
• Students currently enrolled in the respective SFUSD Biliteracy Pathway and meet the proficiency level on the grade level pathway language assessment; **OR**
• Students who are not enrolled in the respective SFUSD language pathway or are new to SFUSD and meet the proficiency level on the assessment given at the EPC.

For middle and high schools, the following students are eligible to apply for the Secondary Dual Language Pathway:
• Students enrolled in the respective Elementary Dual Language Immersion Pathway or Newcomer Pathway; **OR**
• Students who demonstrate grade level proficiency in the pathway language. If the student does not meet the eligibility requirements above, his/her request for this language pathway will be dropped from his/her application.

See the “Language Assessments for Enrollment” section of this English Learner Program Guide for more information.
MULTILINGUAL PATHWAYS

i. Elementary & K-8 Dual Language Immersion Pathway

**Cantonese**
- Chinese Immersion School at De Avila K to 5
- Garfield K to 1\(^1\)
- West Portal Elementary School K to 5

**Korean**
- Claire Lilienthal School (K-8) K to 5

**Mandarin**
- Starr King Elementary School K to 5
- Jose Ortega Elementary School K to 5

**Spanish**
- Alvarado Elementary School K to 5
- Bret Harte Elementary School K to 2\(^1\)
- Buena Vista Horace Mann (K-8) K to 8
- Daniel Webster Elementary School K to 5
- Fairmount Elementary School K to 5
- Leonard R. Flynn Elementary School K to 5
- Marshall Elementary School K to 5
- Monroe Elementary School K to 5
- Paul Revere School (K-8) K to 8

\(^1\) Each year another grade level will be added until 5th grade.
ii. Secondary Dual Language Pathway

At the secondary level, the elementary Dual Language Immersion and Biliteracy Pathways merge into the Secondary Dual Language Pathway where students take two academic classes in the pathway language.

**Cantonese (Students also study Mandarin)**
- Herbert Hoover Middle School 6 to 8
- Galileo High School 9 to 12
- Lincoln High School 9 to 12

**Mandarin**
- Aptos Middle School 6 to 7

**Spanish**
- Everett Middle School 6 to 8
- Herbert Hoover Middle School 6 to 8
- James Lick Middle School 6 to 8
- Buena Vista Horace Mann (K-8) 6 to 8
- Paul Revere School (K-8) 6 to 8

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3 Each year another grade level will be added until 8th grade.
3 Elementary students enrolled in Spanish Immersion at another site may request to enroll in Paul Revere and/or Buena Vista Horace Mann at the middle school grade levels.
In the 2012-13 school year, Alice Fong Yu transitioned to a new “Alice Fong Yu Chinese Immersion Pilot Program” (hereafter referred to as the “Pilot”) that continues and enhances the school’s tradition of providing a comprehensive and challenging academic program as well as a variety of enrichment activities for all students. The goals of the Pilot are to:

- Maintain a high academic foundation for all students;
- Support language acquisition in both Chinese (Cantonese & Mandarin) and English for all students;
- Foster and build cultural understanding and respect for all; and
- Within the limitations of the student applicant pool, increase overall student diversity including (but not limited to) English Learners, Special Education students, and students from different ethnic and socio-economic backgrounds.

**Student Population**
This pilot program is designed for two types of students: (1) English Learners; and (2) English proficient students.

**Instruction**
In kindergarten, instruction will occur approximately 80% of the time in Cantonese. The percentage of instruction in English increases from year to year. By fifth grade, 50% of instruction is in English and 50% of instruction is in Cantonese. In 6th grade, students begin to study Mandarin as a world language in addition to Cantonese.

**Eligibility**
The purpose of the Pilot is to implement a program that evaluates an alternate student ratio that effectively accomplishes the above goals. The proportion of potential English learners will be between 1/3 and 2/3, and the corresponding proportion of English-only students will be between 2/3 and 1/3.

Prior to enrollment in the district, the student’s parents/guardians complete the SFUSD’s Home Language Survey (HLS) on the enrollment application.

For kindergarten and first grade:
- If the survey indicates that a language other than English is spoken with or by the student in the home, the student will be placed in the potential English Learner assignment pool. Potential English Learners will be assessed in their home language according to district guidelines.
MULTILINGUAL PATHWAYS

• If the survey indicates that only English is spoken in the home, the student will be placed into the English-only assignment pool.

For grades 2 to 8, the following students are eligible to apply:
• Students currently enrolled in a SFUSD Cantonese Immersion Pathway or Cantonese Newcomer Pathway; OR
• Students currently enrolled in a SFUSD Cantonese Biliteracy Pathway and meet the proficiency level on the grade level Cantonese language assessment; OR
• Students who are not enrolled in a SFUSD Cantonese language pathway or are new to SFUSD and meet the proficiency level on the Cantonese assessment given at the EPC.

2. BILITERACY PATHWAY
(Cantonese, Filipino, or Spanish)

The Biliteracy Pathway is designed to ensure English Learners develop high levels of English and home language proficiency and literacy, as well as high levels of academic competency. The Biliteracy Pathway provides an effective academic program for English Learners.

Student Population
This program is designed for English Learners who are native speakers of Cantonese or Spanish.

Instruction
The district continues to transition the Spanish Elementary Early and Late Exit Bilingual Programs into the Biliteracy Pathway. For Spanish, in kindergarten and 1st grade, the target language is used for approximately 50 - 80% of the instruction. Instruction in English increases each year. By the 5th grade, instruction is at least 50% in English. For the Early Exit Bilingual Programs, grade 4 will be added in SY 2014-15 and grade 5 will be added in SY 2015-2016.

The district also continues to transition the Cantonese Elementary Early and Late Exit Bilingual Programs into the Biliteracy Pathway. For Cantonese, a non-alphabetic language, the primary language is used for 50% of the instruction based on existing district models. In the fall of 2010, the incoming kindergarten class was the first cohort in the Cantonese Biliteracy Pathway. Grade 1 was added in SY 2011-12, Grade 2 was added in SY 2012-13, and Grade 3 will be added in SY 2013-14. Another grade will be added each year until the 5th grade.
MULTILINGUAL PATHWAYS

The Filipino Elementary Biliteracy Pathway transitioned to a Filipino Foreign Language in the Elementary School (FLES) Pathway in SY 2012-13. Based on data, research and community input, the Filipino FLES Pathway model best meets the needs of the diverse Filipino and Filipino American populations at Bessie Carmichael and Longfellow Elementary Schools. Students currently in the Filipino Biliteracy Pathway receive 30 minutes of primary language instruction and primary language support as needed. Each year a grade will be phased out and transition into the Filipino FLES Pathway until the 5th grade.

At the secondary level starting at grade 6, the elementary Dual Language Immersion and Biliteracy Pathways will merge into the Secondary Dual Language Pathway for each respective language where students take at least two academic classes in the pathway language. The Secondary Dual Language Pathway is designed for students who are native speakers of the pathway language, native English speakers, and bilingual students who all now possess pathway language proficiency. For the Secondary Dual Language Pathway in Cantonese starting in grade 6, students will study both Cantonese and Mandarin.

English Learners who begin schooling in the primary grades through the Biliteracy Pathway are expected to achieve English proficiency by the end of elementary school and to be re-designated to Fluent English Proficient status. Because the Biliteracy Pathway aims to produce high level bilingual/biliterate students with native-like proficiency in both languages, all students are strongly encouraged to continue in the Secondary Dual Language Pathway through 12th grade.

Eligibility
Prior to student enrollment in the district, the student’s parents/guardians complete the SFUSD’s Home Language Survey (HLS) on the enrollment application.

For kindergarten and first grade:

• If the survey indicates that the pathway language is spoken with or by the student in the home, K-1 applicants are eligible to apply for the Biliteracy Pathway. Students still need to schedule an assessment in the pathway language as required by district policy.

• If the survey indicates that only English or a non-pathway language is spoken in the home, the student will not be eligible for the Biliteracy Pathway and their request for this language pathway will be dropped from their application.
MULTILINGUAL PATHWAYS

For grades 2 to 5, the following students are eligible to apply:

• Students who listed the respective pathway language on their home language survey and meet the proficiency level on the grade level pathway language assessment; OR
• Students currently enrolled in a SFUSD Biliteracy Pathway or elementary Newcomer Pathway in the respective pathway language; OR
• English Learner students who are currently enrolled in the respective SFUSD Immersion Pathway.

For middle and high schools, the following students are eligible to apply for the Secondary Dual Language Pathway:

• Students enrolled in the respective Elementary Dual Language Immersion Pathway or Newcomer Pathway; OR
• Students who demonstrate grade level proficiency in the pathway language.

If the student does not meet the eligibility requirements above, his/her request for this language pathway will be dropped from his/her application. See the “Language Assessments for Enrollment” section of this English Learner Program Guide for more information.

Elementary Biliteracy Pathway

Cantonese
• E.R. Taylor Elementary School K to 3
• Frank McCoppin Elementary School K to 5
• Garfield Elementary School 2 to 5
• George Moscone Elementary School K to 3
• Gordon J. Lau Elementary School K to 5
• Hillcrest Elementary School K to 4
• Jean Parker Elementary School K to 3
• John Yehall Chin Elementary School K to 3
• Monroe Elementary School K to 5
• Spring Valley Elementary School K to 3
• Sutro Elementary School K to 5
• Ulloa Elementary K to 3
• Visitacion Valley Elementary School K to 5

Filipino
• Bessie Carmichael School 2 to 5

4 For K to 3 programs, grade 4 will be added in SY 2014-15 and grade 5 will be added in SY 2015-16.
5 The Cantonese Biliteracy Program will be phased out each year as the Cantonese Dual Language Immersion Program is phased in each year starting in 2012 – 13.
6 Each year another grade level will be added until 5th grade.
7 The Filipino Biliteracy Program will be phased out each year as the Filipino FLES Program is phased in each year starting in 2012 – 13.
MULTILINGUAL PATHWAYS

Spanish
• Bessie Carmichael 3
• Bret Harte Elementary School 3
• Bryant Elementary School K to 5
• Cesar Chavez Elementary School K to 5
• Cleveland Elementary School K to 5
• E.R. Taylor Elementary School K to 5
• George Moscone Elementary School K to 3
• Glen Park Elementary School K to 3
• Guadalupe Elementary School K to 3
• Hillcrest Elementary School K to 5
• John Muir Elementary School K to 5
• Junipero Serra Elementary School K to 3
• Longfellow Elementary School K to 3
• Sanchez Elementary School K to 5
• Spring Valley Elementary School K to 3
• Starr King Elementary School K to 3

4 For K to 3 programs, grade 4 will be added in SY 2014-15 and grade 5 will be added in SY 2015-16.
8 The Spanish Biliteracy Program will be phased out each year as the Spanish Dual Language Immersion Program is phased in each year starting in 2011 – 12.

Secondary Dual Language Pathway

At the secondary level, the elementary Dual Language Immersion and Biliteracy Pathways merge into the Secondary Dual Language Pathway where students take two academic classes in the pathway language.

Cantonese (Students also study Mandarin)
• Herbert Hoover Middle School 6 to 8
• Galileo High School 9 to 12
• Lincoln High School 9 to 12

Spanish
• Everett Middle School 6 to 8
• Herbert Hoover Middle School 6 to 8
• James Lick Middle School 6 to 8
• Buena Vista Horace Mann (K-8) 6 to 8
• Paul Revere School (K-8) 6 to 8
3. WORLD LANGUAGE PATHWAY

A. FOREIGN LANGUAGE IN THE ELEMENTARY SCHOOL
   (FLES) PATHWAY
   (Filipino, Italian, Japanese, or Spanish)

Students in a FLES Pathway develop competency in a second language in addition to becoming fully proficient in English. Participation in a FLES Pathway results in second language proficiency that is culturally appropriate and applicable in a real-world setting.

For the Filipino FLES Pathway, the students will learn Filipino and Filipino American language and culture through a common core standards aligned social studies curriculum. In the fall of 2012, the incoming kindergartner classes at Bessie Carmichael and Longfellow Elementary Schools were the first cohorts in the Filipino FLES Pathway. Another grade will be added each year until 5th grade.

Student Population

This program is designed for all students including English Learners. It also provides native English speakers a chance to develop a second language. The spiraling nature of the curriculum allows students to enter a FLES pathway at any grade, thereby providing multiple entry points for students who wish to become proficient in a second or third language.

Instruction

Instruction in the target language may vary from 30 to 60 minutes per day, three to five days-per-week and is delivered by a language-proficient classroom teacher or a dedicated language-proficient instructor. The curriculum is standards-based and reinforces concepts taught in math, science, and/or social studies. The curriculum integrates the target language and its cultures to promote meaningful communication. Additional instructional support is provided for students who enter FLES Pathways in the upper elementary grades.

Foreign Language in Elementary School (FLES) Pathway

Filipino
- Bessie Carmichael School  K to 1⁹
- Longfellow Elementary School  K to 1⁹

Italian
- Clarendon Elementary School  K to 5

⁹Each year another grade level will be added until 5th grade
B. SECONDARY WORLD LANGUAGE PROGRAM
(Cantonese, Chinese*, Filipino, French, Hebrew, Italian, Japanese, Korean, Latin, Russian, and Spanish)

Students in a secondary world language program develop academic, literacy, and social skills in a second language. Students learn to interact in interpersonal conversations, interpret texts, and present information in the target language. Students may take College Board approved Advanced Placement courses for the languages in which they are offered: Chinese, French, Japanese, and Spanish.

Student Population
This program is designed for all students: English Learners and native English speakers, including students who were enrolled in the Foreign Language in Elementary School (FLES) Pathway.

Instruction
Instruction is delivered in the target language with the aid of visuals, props, and materials to facilitate comprehension. The curriculum is standards-based and connected to other disciplines by reinforcing concepts taught in math, science, and/or social studies. The curriculum also integrates the target language and its cultures to promote meaningful communication.

Secondary World Language Programs

Middle Schools
• Hoover (Japanese)
• International Studies Academy (Spanish)
• Marina (Chinese & Spanish)
• Presidio (Japanese & Spanish)

High Schools
• Academy of Arts and Sciences (Chinese & Spanish)
• Balboa (Chinese, Filipino, French & Spanish)
• Burton (Chinese, French & Spanish)
• Galileo (Cantonese, Chinese, French & Spanish)
• International Studies Academy (Spanish)
• June Jordan (Spanish)
MULTILINGUAL PATHWAYS

• Lincoln (Cantonese, Chinese, French, Japanese & Spanish)
• Lowell (Chinese, French, Hebrew, Italian, Japanese, Korean, Latin & Spanish)
• Marshall (Chinese & Spanish)
• Mission (Chinese & Spanish)
• O’Connell (French & Spanish)
• School of the Arts (Chinese, French, Italian, Russian & Spanish)
• Wallenberg (Chinese & Spanish)
• Washington (Chinese, French, Japanese & Spanish)
• Wells (Spanish)

* Chinese in secondary schools is Mandarin unless otherwise specified.

4. ENGLISH PLUS PATHWAY

The English Plus Pathway is designed to ensure English Learners develop English language proficiency and academic competency.

Student Population
The English Plus Pathway is designed for (1) English Learners from low incidence languages where it is not feasible for the district to offer either a language pathway; and (2) English Learners whose parents wish for their children to be in an intensive English instruction program.

Instruction
Teachers in the English Plus Pathway use SDAIE methodologies which are strategies designed to help English Learners understand the content. Students are provided with support in their home language when available. Students receive at least 30 minutes per day of English Language Development (ELD) instruction and are placed in ELD classes based on their English proficiency level. The English Plus Pathway provides the basic services guaranteed for English Learners by SFUSD as required by California law.

English Plus Pathway is available at all school sites, except whole school immersion sites (Buena Vista Horace Mann, CIS at De Avila, Fairmount, Marshall, and Alice Fong Yu) and whole school newcomer sites (Chinese Education Center and Mission Education Center).
5. NEWCOMER PATHWAY
(Chinese, Spanish, and All Languages)

The Newcomer Pathway is designed to help recently arrived immigrant English Learner students adjust to their new language and culture in a one-year program (with the possibility of a second year as needed).

Student Population
The Newcomer Pathway serves recently arrived immigrant English Learner students who need a period of adjustment and orientation before entering a language pathway or English Plus Pathway.

Instruction
The curriculum includes transition support and primary language instruction (when available) in academic areas at grade level. The pathway also addresses academic gaps due to differences in national schooling systems or gaps in prior schooling. Students receive intensive English Language Development consisting of at least two periods of English taught at the appropriate linguistic proficiency level. All non-ELD academic classes are taught either through the primary language or in English with strategies designed to help English Learners understand the content. The district currently offers primary language instruction for Newcomer students in Chinese and Spanish. As students exit the Newcomer Pathway, they transition to a language pathway or English Plus Pathway.

Eligibility
Prior to student enrollment in the district, the student’s parents/guardians complete the SFUSD’s Home Language Survey (HLS) on the enrollment application. An applicant must meet the following eligibility requirements:

• Student listed a language other than English on his/her home language survey; **AND**
• Student entered the United States in 2012 or 2013; **AND**
• Student scored at level 1 or 2 on the California English Language Development Test (CELDT) or have no test results available.

If the student does not meet the above eligibility requirements, his/her request for this pathway will be dropped from his/her application.
MULTILINGUAL PATHWAYS

Newcomer Pathway

Chinese
• Chinese Education Center  K to 5
• Francisco Middle School  6 to 8
• Lincoln High School  9 to 12

Spanish
• Mission Education Center  K to 5

All Newcomer Languages
• Everett Middle School  6 to 8
• Francisco Middle School  6 to 8
• Marina Middle School  6 to 8
• Visitacion Valley Middle School  6 to 8
• Galileo High School  9 to 12
• Lincoln High School  9 to 12
• Thurgood Marshall High School  9 to 12
• Mission High School  9 to 12
• SF International High School\textsuperscript{10}  9 to 12
• Washington High School  9 to 12

\textsuperscript{10} S.F. International High School is especially designed for immigrant English Learners who arrived in the U.S. within the last 4 years. English Learners can complete all four years of their high school education at S.F. International High School and graduate with a high school diploma and be eligible for admission to a four-year college.

When you get older, you’ll have to choose a career. And if you want a really good career, you have to speak more than one language to speak with your clients and people that work with you.

4th Grade Student
Language and Literacy Assessments

Teachers use several English Language Development (ELD) diagnostic and placement assessments that include the California English Language Development Test (CELDT), A Developmental English Proficiency Test (ADEPT), EXPRESS, Idea Proficiency Test (IPT), and QIA. Teacher-created language function and vocabulary assessments are used to monitor student progress. Student writing samples and oral language anecdotal notes are also collected to monitor student progress. At the elementary level, EL progress in English Language Development (ELD) is included in the ELD section of the Standards Based Report Card. Progress in English and the primary language (when applicable) is documented on the Language and Literacy Assessment Rubric (LALAR) at the secondary level. Backwards planning, pacing and appropriate re-teaching take place to optimize student progress.

During the 2012-13 school year, the district will provide ELD formative assessments to help inform and guide instruction for English Learners. These assessments align with sample ELD units that have been developed for each grade level and include differentiation according to English proficiency level.

Access to Special Education

For ELs with Special Needs who require English language acquisition services to obtain a Free Appropriate Public Education (FAPE):

• Their Individual Education Programs (IEPs) should include goals that address English Language Development as well as goals that support access to the core content areas through SDAIE and/or primary language instruction or primary language support where available and appropriate.

• The team that conducts the eligibility assessment must include experts in non-biased assessments and provide the IEP team with information to help the team understand the impact of the student’s disability as it relates to an English Learner.

• IEP teams should consult with at least one certificated staff person with a CLAD or BCLAD who can assist the IEP team in determining what Special Education services are necessary to provide the EL student with access to core curriculum instruction.

If ELD goals are not included in an EL student’s IEP because the student’s disability does not affect the student’s involvement and progress in this area, then the school still must ensure that the student participates in at least 30 consecutive minutes of ELD targeted specifically to their English proficiency level until reclassified.
**Access to Gifted and Talented Education**

Proficiency in English is not a requirement for English Learners to be eligible for Gifted and Talented Education (GATE). Teachers can use the following indicators of giftedness to refer English Learners for GATE:

<table>
<thead>
<tr>
<th>Language Indicators</th>
<th>Non-traditional Indicators</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Rate of language acquisition</td>
<td>• Responsibility</td>
</tr>
<tr>
<td>• Gains between assessments</td>
<td>• Service</td>
</tr>
<tr>
<td>• Manipulation of either language</td>
<td>• Resilience</td>
</tr>
<tr>
<td>• Ability to conceptualize in either</td>
<td>• Adaptability</td>
</tr>
<tr>
<td>language</td>
<td>• Acculturation rate</td>
</tr>
<tr>
<td>• Advanced vocabulary in either</td>
<td>• Ambition</td>
</tr>
<tr>
<td>language</td>
<td>• Risk-taking/Leadership</td>
</tr>
<tr>
<td>• Advanced ability in code-switching</td>
<td>• Perseverance</td>
</tr>
<tr>
<td></td>
<td>• Conceptualization</td>
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<tr>
<td></td>
<td>• Intuition</td>
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<tr>
<td></td>
<td>• Hypersensitivity</td>
</tr>
<tr>
<td></td>
<td>• Metacognition (verbalization of thinking)</td>
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<tr>
<td></td>
<td>• Concrete/abstract movement quick</td>
</tr>
</tbody>
</table>

*Source: Orange County Public Schools, Identifying Our Gifted Learners in Exceptional Student Education*

Teachers may also review the following when identifying ELs for GATE:

- Assessments in home language
- Teacher input, including art and other content area teachers
- Accelerated progress on assessments

*We believe that by providing access to well-articulated, high-quality programs and services that focus on academic achievement, inclusive practices and the promotion of positive self-esteem, we will create global citizens who are ready to become our future leaders.*

SFUSD Administrator
Reclassification Process

Reclassification is the process whereby an English Learner is reclassified as a Fluent English Proficient (RFEP) student after meeting various linguistic and academic criteria set by the state and district.

The San Francisco Unified School District has developed student reclassification policy and procedures based on criteria set forth by California Department of Education guidelines. Students initially identified as English Learners (ELs) are reclassified as Fluent English Proficient (RFEP) when they meet the following standard criteria. Detailed reclassification information by grade level is available on the Multilingual Pathways Department webpage: http://www.sfusd.edu/en/programs/english-language-learners/overview.html.

- Overall proficiency level of 4 (Early Advanced) or 5 (Advanced) on the CELDT, with subscores of 3 (Intermediate) or higher;
- Score of Mid-Basic (325) on the California Standards Test – English Language Arts (CST-ELA);
- Teacher Evaluation
  - Elementary students will automatically qualify on the teacher evaluation criterion based on grades:
    - Average performance level marks of 2.7 or higher in English Language Arts on Standards-Based Report Card; and
    - Average performance level marks of 2.5 or higher in Social Studies and Science.
  - Secondary students will automatically qualify on the teacher evaluation criterion based on grades:
    - Report card grade of C or better in English Language Arts or English Language Development.
- Parent/Guardian has been consulted/notifyed (Parent Consent Letter).

Multilingual Pathways Department (MPD) distributes a list of ELs to each site on a regular basis. The list provides teachers and administrators with the necessary test information to initiate the reclassification process. In addition, MPD distributes a list specifically of students who potentially qualify for reclassification. It is the responsibility of the school site to initiate the reclassification process. After a student is reclassified, his/her academic progress must be monitored for two years.

The district developed alternative reclassification guidelines of English Learners receiving Special Education services. For more information about these new guidelines and general EL reclassification procedures, go to the Multilingual Pathways Department webpage: http://www.sfusd.edu/en/programs/english-language-learners/overview.html.
FREE Translation and Interpretation Services

As a parent/guardian, you may request free individual translation or interpretation services at your school site and/or at a district department by filling out Primary Language Assistance Request forms. The forms can be completed in your home language and returned to your school’s main office, the SFUSD’s Central Office (555 Franklin Street, first floor lobby) or Student Support Services (555 Portola Drive, Bungalow #1).

If you have a complaint about translation/interpretation services, you may complete a complaint form in your home language and return it to your school’s main office, SFUSD’s Central Office (555 Franklin Street, first floor lobby) or Student Support Services (555 Portola Drive, Bungalow #1).

All of these forms can be obtained at school sites, SFUSD’s Central Office, or Student Support Services and on the “Students and Parents” page of www.sfusd.edu. For more information or assistance, you may leave a message by calling 415-522-7343.

Non-district qualified interpreters, including students and other children, may not be used for interpretation, except in emergency situations.

Parent Involvement Opportunities

All families of English Learners are invited to participate in the following parent involvement opportunities at their school site:

- **English Learner Advisory Committee (ELAC):** every school that has 21 or more English Learners must have an ELAC. The role of the ELAC is to advise the principal and School Site Council on programs and services for English Learners.

- **District English Learner Advisory Committee (DELAC):** every ELAC is invited to send representatives to the DELAC. The DELAC provides recommendations to the district on ways to improve programs and services for English Learners.

- **School Site Council (SSC):** the role of the SSC is to guide the site planning process to ensure that the needs of all students are addressed in the school site plan.

- **School Advisory Committee (SAC):** schools that receive federal or state funding for low income students must have a SAC. The SAC provides advice to the principal and the School Site Council on how to address the needs of these students in the site plan.

For more information, contact your school principal or call Multilingual Pathways Department: Lucia Perez Barrow – 379-7640 (English/Spanish) and Fong Chong - 379-7733 (English/Chinese).
## Glossary of Educational Terms for English Learners

<table>
<thead>
<tr>
<th>Term</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>Annual Measurable Achievement Objective (AMAO)</td>
<td>The three measures under the federal No Child Left Behind Act to evaluate if English Learners in a district are academically succeeding: 1) progress in learning English; 2) progress in the percentage of students who become proficient in English; and 3) academic targets in English-language arts and mathematics.</td>
</tr>
<tr>
<td>Bilingual Community Council (BCC)</td>
<td>Advisory committee appointed by the School Board to make recommendations to improve programs and services for English Learners.</td>
</tr>
<tr>
<td>Bilingual, Cross-cultural, Language and Academic Development (BCLAD) or Bilingual Authorization</td>
<td>State authorization permitting teachers to provide Specially Designed Academic Instruction in English, English Language Development, primary language development in the target language and content instruction delivered in the target language.</td>
</tr>
<tr>
<td>California English Language Development Test (CELDT)</td>
<td>State exam administered to classify English fluency level.</td>
</tr>
<tr>
<td>Content-Based Language Development</td>
<td>Vocabulary and concepts related to content such as math, science and social studies using methodologies appropriate to English Learners.</td>
</tr>
<tr>
<td>Cross-cultural, Language and Academic Development (CLAD) or English Learner Authorization</td>
<td>State authorization permitting teachers to provide Specially Designed Academic Instruction in English and English Language Development.</td>
</tr>
<tr>
<td>District English Learner Advisory Committee (DELAC)</td>
<td>Members represent school site English Learner Advisory Committees. The DELAC provides recommendations to the district on ways to improve programs and services for English Learners.</td>
</tr>
<tr>
<td>English Language Development (ELD)</td>
<td>Refers to the development of English language concepts and skills using appropriate methods and techniques to make them comprehensible to English Learners.</td>
</tr>
<tr>
<td>English Learner (EL)</td>
<td>Term used by the California Department of Education to describe students who are in the process of acquiring English as a second language and have not yet reached Fluent English Proficient (FEP) status.</td>
</tr>
<tr>
<td>English Learner Advisory Council (ELAC)</td>
<td>Advises the principal and School Site Council on programs and services for English Learners. Every school site that has 21 or more English Learners must have an ELAC.</td>
</tr>
<tr>
<td>Term</td>
<td>Definition</td>
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<tr>
<td>Fluent English Proficient (FEP)</td>
<td>There are two categories of FEP students: Initial FEPs (I-FEPs) who have a home language other than English, but qualify as FEP when they first enter school, generally by their score on the CELDT, and Redesignated FEPs (R-FEPs), who were initially designated as ELs, and have been redesignated to FEP by meeting the criteria set by State and district.</td>
</tr>
<tr>
<td>Gifted and Talented Education (GATE)</td>
<td>Refers to students who have been identified as gifted and talented using multiple factors in the GATE-identification process including teacher and parent recommendations, student report card, achievement test performance, and cognitive abilities test performance.</td>
</tr>
<tr>
<td>Home Language</td>
<td>Language that is most frequently used at home. Usually, it is the language in which the student is most proficient. Term is used interchangeably with primary, native and first language.</td>
</tr>
<tr>
<td>Individualized Education Plan (IEP)</td>
<td>Plan developed to meet the specific needs of a student who has been identified as eligible to receive Special Education services.</td>
</tr>
<tr>
<td>Long-Term English Learner</td>
<td>An English Learner in U.S. schools for more than five years without reaching sufficient English proficiency to be reclassified.</td>
</tr>
<tr>
<td>Primary Language</td>
<td>Language in which the student is most proficient. Typically, it is the language the student learned first. The term is used interchangeably with home, native and first language. At times primary language is referred to as “L1.”</td>
</tr>
<tr>
<td>Primary Language Assistance Request (PLAR)</td>
<td>Form for parents to request translation and/or interpretation services.</td>
</tr>
<tr>
<td>Program Pathways</td>
<td>Refers to programs that are offered from elementary school to high school.</td>
</tr>
<tr>
<td>Specially Designed Academic Instruction in English (SDAIE)</td>
<td>Refers to instruction of content organized and delivered in a way that is comprehensible to English Language Learners.</td>
</tr>
</tbody>
</table>
Questions? Want help?

Talk to the team at the SFUSD Educational Placement Center. We’re here to help!

555 Franklin Street, Room 100
415.241.6085
www.SFUSD.edu/enroll

**Key Dates**

**October 1** School tours begin (call the schools or visit www.sfusd.edu/enroll for dates and times)

**November 3** Applications available. Enrollment Fair (Concourse Exhibition Center, 620 7th Street, San Francisco, 94103. 9:30 am to 2:30 pm)

**December 14** Lowell 9th grade applications due

**January 22** Last day to submit an application for school placement

**March 15** Placement offers mailed to families