Standard Secondary 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 criteria:

**Grades 6-9**
- Overall proficiency level of 4 (Early Advanced) or 5 (Advanced) on the CELDT, with subscores of 3 (Intermediate) or higher;
- California Standards Test – English Language Arts (CST-ELA)
  - Score of Mid-Basic (325)
  - For students whose CST-ELA score is 300 – 324, teacher must complete a series of questions to determine if the student’s below mid-basic CST-ELA score is due to language acquisition issues;
- Teacher Evaluation*; and
- Parent/Guardian has been consulted/notified.

**Grades 10-12**
- Overall proficiency level of 4 (Early Advanced) or 5 (Advanced) on the CELDT, with subscores of 3 (Intermediate) or higher;
- California Standards Test – English Language Arts (CST-ELA)
  - Score of Mid-Basic (325)
  - For students whose CST-ELA score is 300 – 324, teacher must complete a series of questions to determine if the student’s below mid-basic CST-ELA score is due to language acquisition issues;
  - OR
  - Passing score on the California High School Exit Examination—English Language Arts (CAHSEE-ELA);
- Teacher Evaluation*; and
- Parent/Guardian has been consulted/notified.

*Teacher Evaluation: 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.

For students whose grades are lower than specified, teachers will complete a series of questions to determine if the student is struggling due to language acquisition issues. If the student received a lower grade due to attendance, failure to turn in assignments, etc, or something that is not due to language, the teacher may recommend reclassification.

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 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 alternate reclassification guidelines for English Learners who receive Special Education services. For more information about these guidelines and general EL reclassification procedures, go to the MPD webpage: http://www.sfusd.edu/en/programs/english-language-learners/overview.html