

ELD Master Plan Development

English Learner Master Plan - [Slide Deck](#)

Timeline	Sections	Planning Meetings & Actions	Working Groups	Stakeholder Engagement
January - February	Introduction	Present to Principals, 1/27 <ul style="list-style-type: none"> Plan for revision Review of FPM Recruitment of members Form EL Master Plan Working Groups <ul style="list-style-type: none"> February/March Meeting Develop working groups for each section <ul style="list-style-type: none"> Recruit Members Meet and develop plans 		February: Present Plan to Stakeholder Groups: DELAC, LUB, Board of Education Stakeholder Meeting Content: <ul style="list-style-type: none"> ELD Data Master Plan Structure Master Plan Timeline Gather Feedback
February - June	Section #1: Identification, Assessment, Placement <ul style="list-style-type: none"> Registration Home language survey English Language Proficiency Assessment Identification Criteria-K-12 Program Placement: Elementary Program Placement: 	Section #1 Development Feb-June Deliverable: Section #1 completion by June	Section #1 Group: ID, Assessment, Placement <ul style="list-style-type: none"> BREA (Lead) Admissions Office Technology Department District TSAs Student Assessment Specialist Site Secondary Administrator 	March/April: Stakeholder Groups Meetings <ul style="list-style-type: none"> ELMP Progress Collect Feedback June: Stakeholder Groups Meetings <ul style="list-style-type: none"> ELMP Progress Summer Work Fall Work Collect

	<p>Middle School</p> <ul style="list-style-type: none"> ● Program Placement: High School (9-12) 			Feedback
February - June	<p>Section #6: Funding</p> <ul style="list-style-type: none"> ● Funds to Support the Needs of English Learners ● Monitoring of EL Funding 	<p>Section #6 Development Feb.-June</p> <p>Deliverable: Section #6 completion by June</p>	<p>Section #6 Group:</p> <ul style="list-style-type: none"> ● Assoc. Superintendent ● Director of State, Fed (Lead) ● Budget Analyst 	
February - June & Summer Work		<p>Working Groups Meeting (April/May)</p> <ul style="list-style-type: none"> ● Update on Progress ● Next Steps 		
	<p>Section #2: Instructional Programs</p> <p>Section #3: Monitoring of Student Progress and Reclassification</p>	<p>Pre-work for Sections 2,3: Red-line plan - update</p> <p>Plan professional development for 2021-2022</p> <ul style="list-style-type: none"> ● ELD Framework ● Integrating ELD 	<p>Pre-work Group:</p> <ul style="list-style-type: none"> ● PD Coordinator (Adelita) ● ELD TSA ● Teachers (ELD, GE, SpEd) ● Administrators ● District TSAs 	
Summer Break				
August - November		<p>Working Groups Meeting (August/Sept.)</p> <ul style="list-style-type: none"> ● Update on Progress from Summer Work ● Plan for Fall 		
	<p>Section #2: Instructional Programs</p> <ul style="list-style-type: none"> ● Kindergarten-12th Grade Programs Overview ● English Language 	<p>Section #2 Development: Aug-Oct.</p> <p>Deliverable: Section #2 completion by mid October</p>	<p>Section #2 Group:</p> <ul style="list-style-type: none"> ● PD Coordinator (Lead) ● ELD TSA ● Teachers (ELD, GE, 	<p>October: Stakeholder Groups Meetings</p> <ul style="list-style-type: none"> ● ELMP Progress ● Summer Work Progress

	<p>Development (ELD) Instruction</p> <ul style="list-style-type: none"> ● Elementary Instructional Programs ● Secondary Instructional Programs ● Berkeley Unified School District Seal of Biliteracy ● Special Education Services for the English Learner 		<p>SpEd)</p> <ul style="list-style-type: none"> ● Administrators ● District TSAs 	<ul style="list-style-type: none"> ● Fall Work Planned ● Collect Feedback <p>First Week of December: Present EL Master Plan Draft to all Stakeholders</p> <p>Mid December: Final Draft to Board</p>
<p>September -November</p>	<p>Section #3: Monitoring of Student Progress and Reclassification</p> <p>Assessments</p> <ul style="list-style-type: none"> ● DistrictWide Assessments <p>Reclassification</p> <ul style="list-style-type: none"> ● Overview of the Reclassification Process ● Reclassification Criteria ● Steps to Reclassification ● Monitoring of Long Term English Learners and Reclassified English Proficient (RFEP) Students ● Reclassification of English Learners in Special Education 	<p>Section #3 Development: Oct.-Nov.</p> <p>Deliverable: Section 3 completion by end of December 1</p>	<p>Section #3 Group:</p> <ul style="list-style-type: none"> ● PD Coordinator ● ELD TSA ● Teachers (ELD, GE, SpEd) ● Administrators ● District TSAs ● BREA 	
	<p>Section #4: Family and</p>	<p>Section #4 Development: Oct.-Nov.</p>	<p>Section #4 Group:</p> <ul style="list-style-type: none"> ● Assoc. 	

	Community <ul style="list-style-type: none"> Family and Community Participation Site English Language Advisory Committee (ELAC) District English Language Advisory Committee (DELAC) 	Deliverable: Section #4 completion by December 1	Superintendent <ul style="list-style-type: none"> Director State, Fed Office of Family Engagement TSAs Principals Special Working Group in development of Section #4: <ul style="list-style-type: none"> DELAC 	
	Section #5: Evaluation and Accountability <ul style="list-style-type: none"> Elementary and Secondary Education Act (ESEA), Title III Goals Assessment Tools 	Section #5 Development: Oct.-Nov. Deliverable: Section #5 completion by December 1	Section #5 Group: <ul style="list-style-type: none"> Assoc. Superintendent Director State, Fed Principals SpEd Program Supervisor 	
November		Working Groups Meeting (November) <ul style="list-style-type: none"> Update on Progress Plan Rollout of ELMP 		
	All Sections	Deliverable: By completion by December - Finalize all Sections	All Working Groups	
December	All Sections	Present EL Master Plan and PD Plan	Presentation Team	

Stakeholders
Working Groups:

- Associate Superintendent
- Director of State, Federal and Special Projects
- Professional Development Coordinator
- District TSA ELD
- ELD teachers from sites, representing TK-5, 6-8, 9-12
- General Education Teachers, representing TK-5, 6-8, 9-12
- Special Education Teachers, representing TK-5, 6-8, 9-12
- Administrators, representing TK-5, 6-8, 9-12
- Administrator TWI and Bilingual Program (TO, 3-5 only)
- OFEE Staff Member
- Special Education Representative - Program Supervisor

Extended Stakeholder Groups:

- DELAC
- Latinxs Unidos of Berkeley Representative
- Board of Education Representative, DELAC

DELAC Role - (from CDE)

The DELAC shall **advise** the school district governing board on at least the following tasks:

1. Development of a district master plan for education programs and services for English learners. The district master plan will take into consideration the school site master plans.
2. Conduct a district wide needs assessment on a school-by-school basis.
3. Establishment of district program, goals, and objectives for programs and services for English learners.
4. Development of a plan to ensure compliance with any applicable teacher and/or teacher aide requirements.
5. Review and comment on the school district reclassification procedures.
6. Review and comment on the written notifications required to be sent to parents and guardians.
7. If the DELAC acts as the English learner parent advisory committee under California Education Code Sections 52063(b)(1) and

52062(a)(2), the DELAC shall also review and comment on the development or annual update of the Local Control and Accountability Plan (LCAP).*

Other Policy Outside the EL Master Plan

EL Master Plan Sections	Other Policy - not included in the EL Master Plan	Where policy lies
<p>#1 Identification, Assessment, Placement</p> <ul style="list-style-type: none"> ● Registration ● Home language survey ● English Language Proficiency Assessment ● Primary Language Assessment ● Identification Criteria- K-12 ● Program Placement: Elementary ● Program Placement: Middle School ● Program Placement: High School (9-12) ● Parental Exception Waiver 	<p>Assessment of students for the TWI program, K-8, and assignment of interested Spanish speaking ELs to the TWI program.</p> <p>A plan to address the decreasing enrollment of native Spanish speaking students in our TWI program.</p> <p>TWI Placement Testing (for EO students in grades other than K)</p>	<p>TWI Policy</p> <p>Heritage Program Policy</p>
<p>#2 Instructional Programs</p> <ul style="list-style-type: none"> ● Kindergarten-12th Grade Programs Overview ● English Language Development (ELD) Instruction ● Elementary Instructional Programs ● Secondary Instructional Programs ● Berkeley Unified School District Seal of Biliteracy ● Special Education Services for the English Learner 	<p>Spanish curriculum for the TWI programs at SM and LF.</p> <p>Program structure of TWI at SM and LF.</p> <p>Pupils with unique needs participation in TWI programs.</p> <p>Heritage language programs for EO students</p>	
<p>#3 Assessment and Accountability</p>	<p>Assessment of Spanish Language Development</p>	

<p>Program Evaluation Assessments</p> <ul style="list-style-type: none"> ● DistrictWide Assessments <p>Reclassification (Gloria)</p> <ul style="list-style-type: none"> ● Overview of the Reclassification Process ● Reclassification Criteria ● Steps to Reclassification ● Monitoring of Long Term English Learners and Reclassified English Proficient (RFEP) Students ● Reclassification of English Learners in Special Education 	<p>Certificate of Biliteracy for High School Students</p>	
<p>#4 Parent and Community Participation</p> <ul style="list-style-type: none"> ● Parent and Community Participation ● Parent Advisory Committees ● Tips for EL Parents 	<p>Stakeholder engagement for TWI programs</p>	
<p>#5 Evaluation and Accountability</p> <ul style="list-style-type: none"> ● Elementary and Secondary Education Act (ESEA), Title III ● Self-Assessment Tools 		
<p>#6 Funding</p> <ul style="list-style-type: none"> ● Funds to Support the Needs of English Learners ● Monitoring of EL Funding 	<p>Funding for Spanish language curriculum, translation, instructional supports such as extra services or FTE.</p>	