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** ● Plan for revision ● Review of FPM ● Recruitment of members **Form EL Master Plan Working Groups** ● February/March Meeting **Develop working groups for each section** ● Recruit Members ● Meet and develop plans		**February:** Present Plan to Stakeholder Groups: DELAC, LUB, Board of Education Stakeholder Meeting Content: ● ELD Data ● Master Plan Structure ● Master Plan Timeline ● Gather Feedback
February - June	**Section #1: Identification, Assessment, Placement** ● 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 ● BREA (Lead) ● Admissions Office ● Technology Department ● District TSAs ● Student Assessment Specialist ● Site Secondary Administrator	**March/April:** Stakeholder Groups Meetings ● ELMP Progress ● Collect Feedback **June:** Stakeholder Groups Meetings ● ELMP Progress ● Summer Work ● Fall Work ● Collect

	Middle School ● Program Placement: High School (9-12)			Feedback
February - June	**Section #6: Funding** ● Funds to Support the Needs of English Learners ● Monitoring of EL Funding	**Section #6 Development** Feb.-June **Deliverable: Section #6 completion by June**	Section #6 Group: ● Assoc. Superintendent ● Director of State, Fed (Lead) ● Budget Analyst	
February - June & Summer Work		**Working Groups Meeting** (April/May) ● Update on Progress ● Next Steps		
	Section #2: Instructional Programs **Section #3: Monitoring of Student Progress and Reclassification**	**Pre-work** for Sections 2,3: Red-line plan - update Plan professional development for 2021-2022 ● ELD Framework ● Integrating ELD	Pre-work Group: ● PD Coordinator (Adelita) ● ELD TSA ● Teachers (ELD, GE, SpEd) ● Administrators ● District TSAs	
			Summer Break	
August - November		**Working Groups Meeting** (August/Sept.) ● Update on Progress from Summer Work ● Plan for Fall		
	Section #2: Instructional Programs ● Kindergarten-12th Grade Programs Overview ● English Language	**Section #2 Development**: Aug-Oct. **Deliverable: Section #2 completion by mid October**	Section #2 Group: ● PD Coordinator (Lead) ● ELD TSA ● Teachers (ELD, GE,	**October:** Stakeholder Groups Meetings ● ELMP Progress ● Summer Work Progress

	Development (ELD) Instruction ● Elementary Instructional Programs ● Secondary Instructional Programs ● Berkeley Unified School District Seal of Biliteracy ● Special Education Services for the English Learner		SpEd) ● Administrators ● District TSAs	● Fall Work Planned ● Collect Feedback **First Week of December:** Present EL Master Plan Draft to all Stakeholders **Mid December:** Final Draft to Board
September-November	**Section #3: Monitoring of Student Progress and Reclassification** Assessments ● DistrictWide Assessments Reclassification ● 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	**Section #3 Development**: Oct.-Nov. **Deliverable: Section 3 completion by end of December 1**	Section #3 Group: ● PD Coordinator ● ELD TSA ● Teachers (ELD, GE, SpEd) ● Administrators ● District TSAs ● BREA	
	Section #4: Family and	**Section #4 Development**: Oct.-Nov.	Section #4 Group: ● Assoc.	

	Community ● Family and Community Participation ● Site English Language Advisory Committee (ELAC) ● District English Language Advisory Committee (DELAC)	<mark>**Deliverable: Section #4 completion by December 1**</mark>	Superintendent ● Director State, Fed ● Office of Family Engagement ● TSAs ● Principals Special Working Group in development of Section #4: ● DELAC	
	Section #5: Evaluation and Accountability ● Elementary and Secondary Education Act (ESEA), Title III ● Goals ● Assessment Tools	**Section #5 Development**: Oct.-Nov. <mark>**Deliverable: Section #5 completion by December 1**</mark>	Section #5 Group: ● Assoc. Superintendent ● Director State, Fed ● Principals ● SpEd Program Supervisor	
November		**Working Groups Meeting** (November) ● Update on Progress ● Plan Rollout of ELMP		
	All Sections	<mark>**Deliverable: By completion by December - Finalize all Sections**</mark>	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
#1 Identification, Assessment, Placement ● 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	Assessment of students for the TWI program, K-8, and assignment of interested Spanish speaking ELs to the TWI program. A plan to address the decreasing enrollment of native Spanish speaking students in our TWI program. TWI Placement Testing (for EO students in grades other than K)	TWI Policy Heritage Program Policy
#2 Instructional Programs ● 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	Spanish curriculum for the TWI programs at SM and LF. Program structure of TWI at SM and LF. Pupils with unique needs participation in TWI programs. Heritage language programs for EO students	
#3 Assessment and Accountability	Assessment of Spanish Language Development	

Program Evaluation
Assessments
   • DistrictWide Assessments
Reclassification (Gloria)
   • 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
	Certificate of Biliteracy for High School Students	

#4 Parent and Community Participation
   • Parent and Community Participation
   • Parent Advisory Committees
   • Tips for EL Parents
	Stakeholder engagement for TWI programs	

#5 Evaluation and Accountability
   • Elementary and Secondary Education Act (ESEA), Title III
   • Self-Assessment Tools		

#6 Funding
   • Funds to Support the Needs of English Learners
   • Monitoring of EL Funding
	Funding for Spanish language curriculum, translation, instructional supports such as extra services or FTE.	