

Radford City Public Schools

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ESL Folder CONTENTS CHECKLIST

Instructions: The inclusion of the following documents, as noted, meets the requirements of the Office of Civil Rights. If the document is in the file, please check the corresponding box. If a specific document will never be applicable to the student, please check the box marked N/A. Do not include blank forms in this file.

(N/A) (In file)

1. **ESL Green Folder Contents Checklist**

2. **Home Language Registration Form**

3. **Yearly ELP Results** *(Circle school years reported):*

2006-2007 2007-2008 2008-2009 2009-2010 2010-2011

4. **Referral for ESL Screening**

5. **Permission for ESL Screening**

6. **Parent Notification/NCLB Letter** *(Circle school year sent):*

2006-2007 2007-2008 2008-2009 2009-2010 2010-2011

7. **Adjustment to ELP Score** *(Circle school year):*

2006-2007 2007-2008 2008-2009 2009-2010 2010-2011

8. **a. ESL Monitor Form/ b. Parent Letter**

9. **Classroom Progress Report for Monitor Students** *(Circle school year):*

2006-2007 2007-2008 2008-2009 2009-2010 2010-2011

10. **Final Program Exit Form/Parent Letter**

11. **Participation and Accommodation on Standardized Testing** *(Circle each grade level documented)*

Grade 3 4 5 6 7 8 9 10 11 12