



DISTRICT OF COLUMBIA

OFFICE OF THE STATE SUPERINTENDENT OF

**EDUCATION**

## **English Learner Designation Policy/Assurance Language for Students Enrolled in Non-Traditional Pathways**

The following policy applies only to adult-serving schools that offer non-traditional pathways<sup>1</sup> that do not culminate in a regular high school diploma<sup>2</sup> or Certificate of IEP Completion in accordance with a student's individualized education program (IEP).

By signing this certification, I acknowledge that: 1) I have read the policy below and 2) that my school, if it is an adult-serving school with students enrolled in non-traditional pathways that do not culminate in a regular high school diploma or Certification of IEP Completion, is in compliance.

In school year 2018-19, students aged 21 or under as of September 30<sup>th</sup>, 2018, who are enrolled in adult-serving schools and who are not on a path for a regular diploma, shall be designated and supported as English Learners for local uniform per-student funding formula (UPSFF) purposes through a standard process established by the adult-serving school that is consistent for all students enrolled in a non-traditional pathway offered by the adult-serving school.

At minimum, this process shall include:

1. the use of a standard survey or questionnaire to determine whether a student's English proficiency should be further assessed;
2. the accurate assessment of a student's English proficiency;
3. the provision of English as a second language instruction and services, when needed;
4. the comprehensive assessment of the student's English proficiency at least annually (the District's Statewide assessment of English language proficiency associated with federal accountability under the Elementary and Secondary Education Act of 1965, as amended, shall not be used for this purpose); and
5. the implementation of uniform criteria and procedures to exit students from services (e.g. scoring at or above a standard threshold on the assessment of the student's English proficiency).

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<sup>1</sup> For the purpose of this policy, "non-traditional pathways" include GED preparation programs, the National External Diploma Program (NEDP), stand-alone workforce development/industry certification programs, and adult basic education or English Language instruction programs for those adult students who are lacking the literacy, numeracy, and English language proficiency needed to function effectively in society.

<sup>2</sup> For the purpose of this policy, "a regular high school diploma" means a diploma granted by a local educational agency (LEA) in accordance with DC's credit-based graduation requirements and does not include diplomas granted based on the successful completion of the National External Diploma Program or the tests of General Educational Development (GED).



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For UPSFF purposes, students who are 22 or older, as of September 30<sup>th</sup>, 2018 are not eligible to be designated as English Learners.

OSSE reserves the right to require additional documentation be provided to verify that the school in compliance with these processes.