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# Karl G. maeser preparatory Academy

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Assessing Limited English Proficient (LEP) Policy

**Approved**

Assessing the academic learning of Limited English Proficient (LEP) students, including foreign exchange students, is a challenging task for content area teachers.  Demonstrating mastery of academic content is difficult for LEPs until a certain level of proficiency in academic English is obtained.

LEP proficiency will be determined after a student’s Quick Initial Assessment (QIA) and a LEP Team (comprised of the Alternative Language Director, assessment director, administrator and two faculty members) recommends initial LEP eligibility and/or reevaluation.  An LEP determination will provide alternative methods of assessment which are necessary for LEP success:

       LEP students will be on a non-gradable status for a maximum of 4 terms after initial enrollment. Input for the Assessment Director and teachers would provide relevant information as to the circumstances of particular LEP student and the window of time advised for the non-gradable status.  Students receive a **P**(Pass) or **F** (Fail) grade during this time period.

       Parents are informed of their student’s progress through a P or F, with written reports outlining achievement, areas to focus on, and work ethic.

       This guideline does not preclude a teacher from assigning a letter grade if the language learned meets the content area objectives.  Classroom teachers should modify instruction, assignments, and tests based on the students’ English language proficiency.  The use of instructional accommodations and modifications does not indicate that a student cannot receive the highest grade in the content area.  No teacher should fail an LEP student if that teacher has failed to offer instructional and testing accommodations to the LEP student.

       This non-gradable status does not necessarily apply to Physical Education or other courses where the English language does not prevent the student from demonstrating mastery.

A **P**(Pass) indicates that a student is:

\* making an effort in class to do the assigned work

\* demonstrating progress in content material

\* concentrating during lesson delivery

\* asking for help or clarification when needed

\* showing some understanding of the work in progress

An **F**(Fail ) indicates that a student is:

\* making no effort in class to do the assigned work

\* not demonstrating progress in content material

\* not concentrating during lesson delivery

\* neglecting to asking for help or clarification when needed

\* showing no understanding of the work in progress

A Pass in a content area does not preclude the possibility that an LEP student may be required to repeat terms or the entire course.  Once an LEP student is assigned a letter grade in a subject, the student will continue to receive letter grades in that subject.  Given the myriad policies governing transfer policies, it will be the LEP student’s responsibility to determine potential transcript ramifications with the issue of passing grades.