



Hillsboro City Schools  
39 Willettsville Pike  
Hillsboro, OH 45133  
[www.hcs-k12.org](http://www.hcs-k12.org)  
937-393-3475

## Parent Notification Procedures for English Learner Identification and Services

Dear Parent

Your child has been identified as an English learner. Ohio defines a student who is an English learner as one who has a primary or home language other than English and needs special language assistance to effectively participate in school. As an English learner, your child is eligible for support through our English language development program. The program helps ensure your child can participate meaningfully in school classes and activities.

We used the state's Language Usage Survey (LUS) and Ohio's English Language Proficiency Screener (OELPS) to measure your child's English proficiency in listening, speaking, reading and writing.

Here are your child's results:

The district's program is indicated below:

English-only Supplemental Instructional Program with Monitoring and Academic Assistance.

The purpose of the program is to provide additional support for students not yet proficient in listening, speaking, reading and writing in English. The program will help your child meet age-appropriate academic achievement standards for grade promotion and graduation. Your child's achievement in reading and math will be reported to you regularly.

Students remain classified as English learners until they reach the Proficient overall level as measured by the OELPA given yearly in the spring. English learners demonstrate the overall Proficient level by earning a score of 4 or 5 in each of the four parts of the test (listening, speaking, reading and writing).

Most students in the school language program become proficient in English and exit the program within 3 years. When exited from the program, your child's performance will continue to be monitored for two years to determine if additional language support is needed.

If your child has a disability, we will ensure that an individualized plan for providing special education or disability-related services addresses the language-related needs of your child. The team will design a plan that includes participants knowledgeable about your student's language needs.

We strongly encourage your child's participation in the English language development program and invite you to learn more about the benefits of the program. However, you have the right to remove your child from the language instruction program at any time.

Please contact or visit us to discuss your child's progress in English language development and academic achievement.

I understand this information about English language programs for my child.

I understand this information and would like to speak with district staff to discuss declining my child's participation in the English language program.

I do not understand the language above and would like additional language support and explanation about this information.

Parent name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_