

A stylized world map in shades of purple and blue, centered behind the text.

# **EL 101 Boot Camp**

---

Compliance Essentials & Effective  
Practices for English Learner Success

# Introductions



**Paloma Cortes-Goodwyn**

Assistant Principal  
Yukon Public Schools



paloma.cortesgoodwyn@yukonps.com



**Sarah Dunn**

Assistant Director of Federal Programs  
Deer Creek School District



sarahdunn@dcso.org

# Let's Play a Game!

## **4 Corners**



**0-1**

**2-3**

How many years of experience do you  
have as a Title III Coordinator?

**4-5**

**5+**

1

2

On a scale of 1-4 (4 being "I can teach it"),  
How familiar are you with the  
beginning of the year  
Screening Process?

3

4

1

2

On a scale of 1-4,  
How familiar are you with using  
Accountability Reporting?

3

4

1

2

On a scale of 1-4,  
How familiar are you with the process  
of assigning accommodations for all  
state testing?

3

4

# Session Goals

- Understand the EL compliance timeline
- Learn effective practices for program success
- Discover pro tips and tools
- Bonus: Meet our new EL Compliance GPT!

About	Accountability	Accreditation	
<b>About</b>	<a href="#">American Indian Education</a>	Assessments	
	Child Nutrition	Data Governance	
Oklahoma State Department of Education	English Language Proficiency	Family & Community Engagement	agency directing Oklahoma.
State Board of Education	Grant Development	High-Quality Instructional Materials (HQIM)	the the State of the elected
State Superintendent of Public Instruction	Legal Services	Literacy Policy and Programs	
State Superintendent of Public Instruction	Office of Religious Liberty and Patriotism	School Choice	<a href="#">rs.</a>
State Superintendent of Public Instruction	School Governance	School Personnel Records	cation, governor
State Superintendent of Public Instruction	School Safety Security	School Support	se
State Superintendent of Public Instruction	SoonerStart	Special Education	Education ent forms
State Superintendent of Public Instruction	Standards & Learning	State Aid	
State Superintendent of Public Instruction	Student Development	Student Dropout Information	



# Year at a Glance Checklist

_ELYearAtAGlance					
Row Index	Completed	Time of Year	Task	Description	Guidance & Links
1	<input checked="" type="checkbox"/>	July (Beginning of Year)	Complete OSDE's New & Returning EL District Coordinator Form	Google form for new and returning designated EL coordinators. If you are a new EL coordinator for your district, please fill out the form and contact the Project Manager of ELP Assessments.	<a href="#">OSDE's Form for SY25-26</a>
2	<input type="checkbox"/>	July (Beginning of Year)	Complete <b>YOUR</b> WIDA training modules	Completed in the WIDA Secure Portal. Required for all EL screeners and ACCESS test administrators.	<a href="#">WIDA Secure Portal</a>
3	<input type="checkbox"/>	July (Beginning of Year)	Update/Confirm WIDA/DRC Account Access	Ensure new test administrators have access to WIDA Secure Portal and DRC INSIGHT.	<a href="#">DRC INSIGHT</a>
4	<input type="checkbox"/>	July (Beginning of Year)	Complete Title III Budget	Submit in the Grants Management System (GMS) application in SSO.	<a href="#">OSDE's SSO</a>
5	<input type="checkbox"/>	July (Beginning of Year)	Complete/Update District LIEP	Update based on programming and service models.	<a href="#">OSDE LIEP Template</a>
6	<input type="checkbox"/>	July (Beginning of Year)	Monitor Home Language Survey Collection	Ensure current HLS forms are on file for all new/returning students. Templates are provided by the OSDE.	<a href="#">OSDE EL/Bilingual Identification Webpage</a>
7	<input type="checkbox"/>	July (Beginning of Year)	Identify Potential EL Student Lists	Identify students requiring screening based on HLS responses. Upload student info to DRC.	<a href="#">OSDE EL/Bilingual Identification Webpage</a>

This spreadsheet outlines key compliance and instructional tasks across the school year.

You can make a copy and customize it to fit your district's Title III/EL program needs.

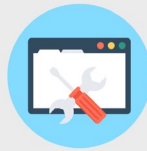
**YEAR AT A GLANCE**  
**SPREADSHEET**

# Beginning of Year

## CREATE POTENTIAL EL STUDENT LISTS

SIS Pending Lists + Accountability  
Reporting + Eduskills' Needs  
Screener List

## ADMINISTER ELP SCREENERS WITHIN FIRST 30 CALENDAR DAYS OF SCHOOL



Site down due to  
scheduled  
maintenance.

Site is expected to be back in 3 hours and 23 minutes

## UPDATE YOUR SIS & EDUSKILLS

EL Status, Bilingual  
Status, & Assessment  
Results

Active EL Record	
*Program Status	EL
Identified Date	08/25/2022
Expected Exit Date	
Date Determined Misidentified	
Program Exit Date	
First Year Monitoring:	
Second Year Monitoring:	
Third Year Monitoring:	
Fourth Year Monitoring:	
Fifth Year Monitoring:	
Parent Notified	
Parent Declined	<input type="checkbox"/>
Parent Declined Date	
Comments	WIDA Screener Score= 1.5
- Modified by: Dunn, Sarah 08/26/2022 11:54	



**Make a List:** Use a spreadsheet to track & highlight students as they are screened.

# Beginning of Year Tasks (cont.)

## CHECK FOR CONFLICTS

Check Accountability  
Reporting regularly for EL  
Conflicts



## UPDATE YOUR SIS (AGAIN)

EL Services, Flags,  
& HLS corrections




## CONNECT WITH SITES

Communicate with your  
schools regularly!



**Pro Tip:** Save time later by building smart habits now; automate your data checks early!


# Beginning of Year Tasks (cont.)

 STUDENTS / PROCESSES IEP PROCESS STRENGTHS/NEEDS,

▼ Limited English Proficiency

1. Does the student have limited English proficiency?

☒ Yes ☐ No

 Deer Creek Public Schools  
STUDENTS / PROCESSES / IEP PROCESS / ACCOMMODATIONS

<input type="checkbox"/>	Grade 11 Science
<input type="checkbox"/>	U.S. History
<input type="checkbox"/>	ACT/SAT - Grade 11
<input checked="" type="checkbox"/>	Oklahoma Alternate Assessment Program (OAAP)
<input checked="" type="checkbox"/>	Alternate ACCESS
<input type="checkbox"/>	WIDA ACCESS 2.0

## COLLABORATE WITH STUDENT SERVICES

Work with SPED &  
Counselors on IEP/504  
accommodations & EL  
supports

## ELP Band Exits

OSDE Guidance on the  
Updated Process



## COMMUNICATE WITH PARENTS

Work with sites to  
complete & send home  
letters/score reports &  
ELAPS

# Beginning of Year Tasks

## Title III

### **TITLE III BUDGET**

Instruction, Professional  
Development, &  
Parent/Family  
Engagement

### **DISTRICT LANGUAGE INSTRUCTION EDUCATIONAL PROGRAM**

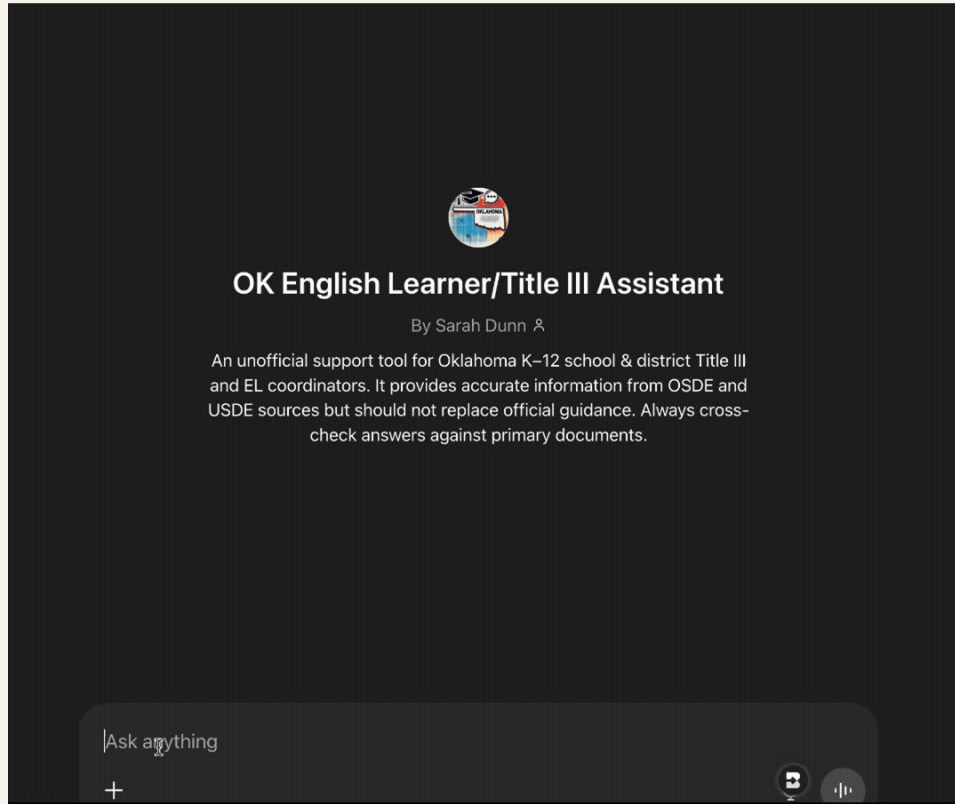
### **STAKEHOLDER CONSULTATION**

Paraprofessionals,  
Teachers, School  
Administrators, Parents,  
& community  
stakeholders

# ANY QUESTIONS?

Don't

~~We have a~~  
**chatbot for you.**



[OK ENGLISH LEARNER/  
TITLE III ASSISTANT GPT](#)

[GUIDE- ACCESSING THE OK  
ENGLISH LEARNER/TITLE III  
ASSISTANT GPT](#)

# District Spotlights / Q&A

- What's working well in your district?
- Questions about the timeline or best practices?

**Let's collaborate and  
learn from each other!**



# YOU ARE NOT ALONE

## Eduskills is also here to support you!

The image displays the Eduskills Oklahoma Knowledge Base interface. On the left is a blue sidebar with navigation links: Home, Admin, Load Forms, Manage Forms, Title III LIEP, Classroom Instructional Support, Instructional Coach, Reporting, File Transfer Hub, and Support. The main content area is titled 'Oklahoma Knowledge Base' and includes a search bar. Below the search bar, there are tabs for 'Filter Tab', 'Actions Tab', 'Student Info', 'Status Definitions', and 'Generated Reports'. The 'Filter Tab' is currently selected, showing a list of filter options. A red box highlights the 'Filter Tab' label. Below the filter options, there is a section titled 'Filter Search Options' which lists the following filters: Status - Click [here](#) for status definitions, School Year, Bilingual Status, and Student First and/or Last Name. A red box also highlights the 'Filter Search Options' section. In the background, there is a preview of a 'Multilingual Count' report showing a donut chart and a table of data. The table has columns for 'Student Name', 'School Year', 'Status', and 'Bilingual Status'. The donut chart shows a distribution of students by status, with a green segment labeled 'E...' and a blue segment labeled 'N...'. The table shows data for 'Title III LIEP' with 1/2 pages of results, including 'All' and 'Inv' filters.

**Eduskills | Demo - Oklahoma**

- Home
- Admin
- Load Forms
- Manage Forms
- Title III LIEP
- Classroom Instructional Support
- Instructional Coach
- Reporting
- File Transfer Hub
- Support

**Oklahoma Knowledge Base**

Search...

**Filter Tab**

The default filter selections are EL, EL Screener, EL Pending, and EL Alternate. To utilize the Filter Tab, first choose the desired filter search options. Then click 'Apply Filter' to view students. The students that meet all of the criteria that have been selected will populate on the left side.

Click [here](#) for the video.

**Filter Search Options**

The following filters are available for conducting searches:

- Status - Click [here](#) for status definitions
- School Year
- Bilingual Status
- Student First and/or Last Name

**Multilingual Count**

1/2 (All) (Inv)

E... N...

**ELPA Growth for**

**Classroom Instructional Support**

- Create Class Schedule
- Student View
- Class View
- Admin

**Contact Us**

Dr. Taylor Tribble, President  
405-879-9898 ext. 326  
taylor@eduskills.us

Mike Overholt, Systems Manager  
405-879-9898 ext. 322  
moverholt@eduskills.us

Lori Benson, Customer Support Director  
918-208-0555



# **WE ARE IN THIS TOGETHER**

Our Multilingual Community is incredible and  
always willing to help!

Don't be afraid to reach out and ask for help!