

Supporting English Language Learners and Multilingual Learners

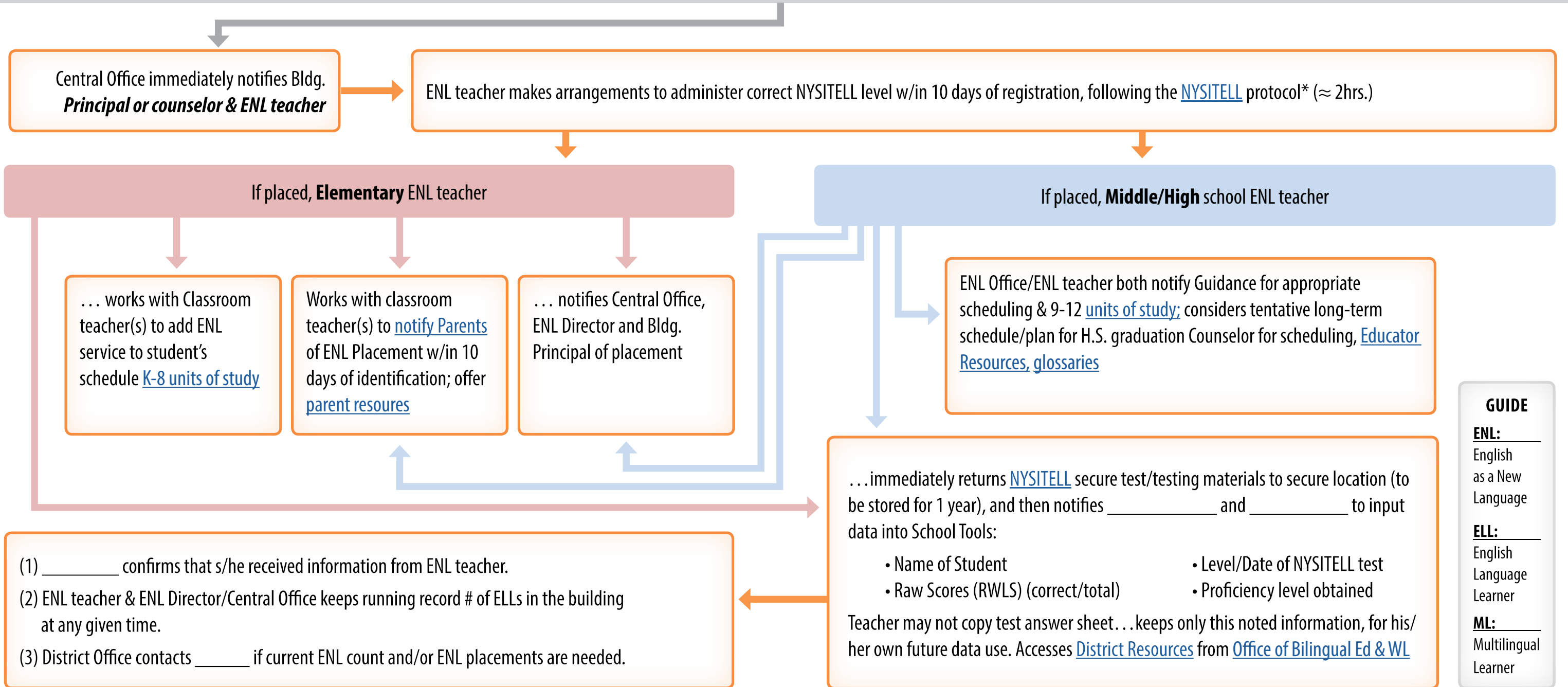
Parent/Guardian arrives @ Example Central Office and/or Building Office for Registration (depending on time of year)

(1) Central Registrar or Building Office will give parents the [HLQ](#) to complete (Available in 41 different languages, including English. http://www.nysed.gov/common/nysed/files/programs/bilingual-ed/hlq_english_1.6.16.pdf)

(2) HLQ and student records are forwarded to building and ENL Office which is to be maintained in student's cumulative record. The *ENL teacher/director reviews the HLQ. (*Qualified personnel = must have a solid understanding ESL/SLA/Diversity. [\[CR 154.3\(j\)\]](#). See guidance doc for more.

(3) Following the [ELL flow chart](#) identification process, ([guidance doc](#) available), If after initial individual interview, (or reentry identification: an ELL who is reenrolling in a NYS public school after not having been enrolled in a NYS public school at any time during the preceding immediate 2 continuously enrolled school years 154-2.3) it is determined the student **might** need ENL services, then... ([Screening Students w/IEP,p.6](#))

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GUIDE

ENL: English as a New Language

ELL: English Language Learner

ML: Multilingual Learner

Note: ENL teachers take inventory & request principal to order # of [NYSITELL](#) tests needed @ closing of each school year. Memo for ordering <http://www.p12.nysed.gov/assessment/nysitell/1360-14.pdf>