Bilingual Education
and
English as a Second Language (ESL) Programs
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The Texas City Independent School District Bilingual and English as a Second Language Handbook was written based on Federal and Texas state laws, district board policies, and research-based methodologies. This handbook serves as a blueprint for all district personnel involved in such programs.
Bilingual and English as a Second Language Programs

Vision

The Texas City ISD Bilingual Program will establish a path to language acquisition and proficiency by providing rigorous academic instruction with supplemental support for students’ learning experiences. As a result, the students will acquire interpersonal skills and high levels of academic achievement in both Spanish and English.

Mission

The Texas City ISD Bilingual program will equip and empower all emergent bilingual students with the 21st Century skills to provide meaningful learning experiences to achieve academic excellence and make significant contributions to our community, nation, and world.

Program Goals

★ Provide equitable instruction to all Emergent Bilingual students by meeting them at their level with rigorous learning experiences.
★ Support learning to ensure mastery of the state curriculum in all academic disciplines.
★ Provide research-based practices to ensure proficiency in the ELPS domains, listening, speaking, reading, and writing.
★ Promote diversity and inclusion in the school environment.

Our Values

Collaboration - Accountability - Service - Innovation - Excellence
Bilingual/ESL Department

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Bilingual/ESL K-12
(409) 916-0113

Brenda Gonzalez
Bilingual/ESL Instructional Specialist K-12
(409) 916-0540
## 2021-2022 Campus LPAC Facilitators

<table>
<thead>
<tr>
<th>Campus</th>
<th>Name</th>
<th>Position</th>
<th>Email</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Calvin Vincent Early Childhood Center</td>
<td>Rebeca Troconis</td>
<td>LPAC Administrator</td>
<td><a href="mailto:RTroconisLoreto@tcisd.org">RTroconisLoreto@tcisd.org</a></td>
<td>(409)916-0512</td>
</tr>
<tr>
<td>Guajardo Elementary</td>
<td>Brandi Peterson</td>
<td>LPAC Administrator</td>
<td><a href="mailto:BJPeterson@tcisd.org">BJPeterson@tcisd.org</a></td>
<td>(409)916-0300</td>
</tr>
<tr>
<td>Hayley Elementary</td>
<td>Kim Pettigrew</td>
<td>LPAC Administrator</td>
<td><a href="mailto:KPettigrew@tcisd.org">KPettigrew@tcisd.org</a></td>
<td>(409)916-0400</td>
</tr>
<tr>
<td>Heights Elementary</td>
<td>Jacqueline Snyder</td>
<td>LPAC Administrator</td>
<td><a href="mailto:JSnyder@tcisd.org">JSnyder@tcisd.org</a></td>
<td>(409)916-0500</td>
</tr>
<tr>
<td>Kohfeldt Elementary</td>
<td>Rachel Kauffman</td>
<td>LPAC Administrator</td>
<td><a href="mailto:RKauffman@tcisd.org">RKauffman@tcisd.org</a></td>
<td>(409)916-0400</td>
</tr>
<tr>
<td>Roosevelt-W Elementary</td>
<td>Angela Randall</td>
<td>LPAC Administrator</td>
<td><a href="mailto:ARandall@tcid.org">ARandall@tcid.org</a></td>
<td>(409)916-0200</td>
</tr>
<tr>
<td>Simms Elementary</td>
<td>Heath Maxile</td>
<td>LPAC Administrator</td>
<td><a href="mailto:HMaxile@tcisd.org">HMaxile@tcisd.org</a></td>
<td>(409)908-5100</td>
</tr>
<tr>
<td>Blocker Middle School</td>
<td>Donnie Brown Khrystian Allen</td>
<td>LPAC Administrator</td>
<td><a href="mailto:DBrown@tcisd.org">DBrown@tcisd.org</a>, <a href="mailto:KAllen@tcid.org">KAllen@tcid.org</a></td>
<td>(409)916-0700</td>
</tr>
<tr>
<td>La Marque Middle School</td>
<td>Kristal Hawkins</td>
<td>LPAC Administrator</td>
<td><a href="mailto:KHawkins@tcisd.org">KHawkins@tcisd.org</a></td>
<td>(409)938-4286</td>
</tr>
<tr>
<td>Levi Fry Middle School</td>
<td>Andrew Lockhart</td>
<td>LPAC Administrator</td>
<td><a href="mailto:ALockhart@tcisd.org">ALockhart@tcisd.org</a></td>
<td>(409)916-0600</td>
</tr>
<tr>
<td>La Marque High School</td>
<td>Christopher Loftin</td>
<td>LPAC Administrator</td>
<td><a href="mailto:CLoftin@tcisd.org">CLoftin@tcisd.org</a></td>
<td>(409)938-4261</td>
</tr>
<tr>
<td>Texas City High School</td>
<td>Randy Baker</td>
<td>LPAC Administrator</td>
<td><a href="mailto:RBaker@tcisd.org">RBaker@tcisd.org</a></td>
<td>(409)916-0800</td>
</tr>
<tr>
<td>Woodrow Wilson</td>
<td>Randa Gilbert</td>
<td>LPAC Administrator</td>
<td><a href="mailto:RGilbert@tcisd.org">RGilbert@tcisd.org</a></td>
<td>(409)916-0280</td>
</tr>
</tbody>
</table>
Chapter 89. Adaptations for Special Populations
Subchapter BB. Commissioner's Rules Concerning State Plan for Educating English Learners

According to the Texas Education Code (TEC), Chapter 29, Subchapter B, any student who has a primary language other than English and is designated as an English learner must be given a full opportunity to engage in bilingual education or English as a second language (ESL) program. To guarantee that all students have equal access to education, as mandated by law. To provide equal educational opportunity, as required by the TEC, 1.002(a), each school district must:

1. Identify emergent bilingual students based on criteria established by the state.
2. Provide bilingual education and ESL programs, as integral parts of the general program as described in the TEC, §4.002.
3. Seek appropriately certified teaching personnel to ensure that emergent bilingual students are afforded full opportunity to master the essential knowledge and skills required by the state; and
4. Assess achievement for essential knowledge and skills in accordance with the TEC, Chapter 29, to ensure accountability for emergent bilingual students and the schools that serve them.

Bilingual and ESL programs shall use instructional approaches designed to meet the academic needs of emergent bilingual students. The instruction and learning experiences shall be based on the state of Texas’s essential knowledge and skills. Bilingual education programs shall aim to enable “emergent bilingual students to become proficient in listening, speaking, reading, and writing in the English language through the development of literacy and academic skills in the primary language and English” (Commissioner’s Rules Concerning State Plan for Educating English Learners, 2020).

The programs shall emphasize the mastery of all core subjects based on grade-level expectations.

Click below to access the comprehensive TEA document,

Subchapter BB. Commissioner’s Rules Concerning State Plan for Educating Limited English Proficient Students (texas.gov)
IDENTIFICATION OF EMERGENT BILINGUALS

The state requires school districts to identify student’s primary language PK-12 within 30 days of student enrollment. Emergent Bilingual students must be identified, tested, placed, and parental permission received within four weeks of the student’s enrollment.

Step one of the identification timelines, procedures, assessment practices, and decision-making processes for identifying English learners is the following:

★ The first time a student enrolls in a Texas public school, the parent/guardian is required to complete a home language survey (HLS).

★ The home language survey is a required piece of the student’s cumulative record (CUM) folder, and it must be completed within ten days of the student’s initial enrollment to be valid.

★ Only one Home Language Survey is completed for each student. The Texas City ISD shall secure the student records. The survey follows the student for the rest of the student’s academic journey. If a student transfers from another Texas school district, the receiving district must request the Home Language Survey from the previous school.

★ The home language survey consists of the following two questions:

1- What language is used in the child’s home most of the time?
2- What language does the child use most of the time?

★ If the response to the questions on the home language survey indicates that a language other than English is used. In that case, the student shall be administered the state-approved English language proficiency test in accordance with TAC 89.1225 for identification and shall be identified as Emergent Bilingual (LANGUAGE PROFICIENCY ASSESSMENT COMMITTEE EB Identification, 2021).

The receiving office clerk should send a copy of all completed home language survey forms to the campus Bilingual or ESL team leader.

Click the link below to access the LPAC initial review form and an example of home language survey,

LPAC Framework Manual Identification 2020-2021 (txel.org)
English Language Proficiency Test

The Texas City ISD utilizes the preLAS, and LAS Links placement test to assist with initial identification and placement in instructional programs for newly enrolled students. The assessment is the second step in the screening process to identify qualifying students for the Bilingual/ESL programs. The test is designed around the four major language sections: speaking, listening, reading, and writing, with a mix of constructed-response and multiple-choice questions. The preLAS and LAS Links placement test descriptors:

- Test for initial placement of K-12 students
- Align with College and Career Readiness Standards (CCRS)
- Assess speaking, listening, reading, and writing
- Administer paper/pencil or online
- Complete assessments in about 30 minutes
- NOTE: Results correspond with LAS Links Forms C and D and Español B

Test administrators must be fluent in the language of the test which they are administering. Therefore, each campus must designate a fluent English test administrator and a fluent Spanish test administrator. Suppose a campus does not have a fluent Spanish-speaking paraprofessional. In that case, the principal or the designee should notify the bilingual district office to arrange for a fluent Spanish tester to assist them. (LAS links an English language proficiency assessment: LAS links an English language proficiency assessment, 2021).

For more information, click on the link below: Identifying Emergent Bilinguals with the LAS Battery of Assessments (brainshark.com)

Four different levels of the LAS are administered, depending on student grade level:

<table>
<thead>
<tr>
<th>Grade Level</th>
<th>Approved Assessment(s) for Identification</th>
</tr>
</thead>
</table>
| preK3, preK4, Kindergarten | • preLAS English Form C  
  • preLAS Español Form C  
  • Available in Online or Paper Formats |
| 1st Grade        | • LAS Links Form A   
  • Speaking and Listening Only   
  • Available in Online or Paper Formats |
| 2nd–12th Grade   | • LAS Links Form A   
  • Speaking, Listening, Reading and Writing   
  • Available in Online or Paper Formats |
| 1st–6th Grade    | • LAS Links Español Form A  
  • Speaking and Listening  
  • Available in Online or Paper Formats |
Language Proficiency Assessment Committee (LPAC)

Texas requires school districts to establish a process for selecting and training the Language Proficiency Assessment Committee (LPAC) members. Assessment data review is the third step in the identification process.

LPAC members:

- Campus Administrator
- A professional bilingual educator (at bilingual campuses)
- A professional ESL educator
- A parent of a current emergent bilingual student (may not be district employee)
- All LPAC members shall receive training and sign confidentiality oaths.

The role of the language proficiency assessment committee upon the initial enrollment to the end of each school year:

LPAC is required to review the home language survey for all incoming students to identify students who need to be administered the language assessment.

The LPAC assists with parent communication and shall give written notice to the student’s parent or guardian, advising the student has been classified as Emergent Bilingual and requesting approval to place the student in the required bilingual education or ESL program.

The LPAC shall determine the appropriate assessment option for each Emergent Bilingual student prior to the test administration of the state assessments.

The LPAC shall monitor the academic progress of each Emergent Bilingual and identify those who have met the criteria to exit.

Language proficiency assessment committee members shall meet in conjunction with admission, review, and dismissal (ARD) committee members to review and provide recommendations to ensure appropriate identification and reclassification about the educational needs of each Emergent Bilingual who qualifies for services in the special education program (TEA, BEGINNING OF YEAR LPAC GUIDANCE, 2021).

Click the link below to access the 2021-2022 BEGINNING OF YEAR LPAC GUIDANCE: LPAC BOY Guidance Checklist (texas.gov)
Emergent Bilingual Classification Criteria

Emergent bilingual students’ classification shall be determined within 4 weeks of a student enrollment in school. In order to qualify for transitional bilingual programs or English as a Second language program, a student must be identified as an Emergent Bilingual student using the following criteria:

- **Pre-K - Kinder.** The student scored as a non-English or limited-English proficient speaker on the preLAS oral language proficiency test.

- **Grade 1st-12th.** The student scored as a non-English or limited-English proficiency on the LAS Battery of assessments.

- **The ARD committee must work in conjunction with the LPAC committee to ensure appropriate identification and reclassification of the student and recommended placement in a bilingual education or ESL program (19 TAC §89.122 (h), (l), and (m).**

All students PK-6 who meet the criteria above and Spanish home language must be recommended for bilingual placement. Parents/guardians have the right to accept or deny services. Emergent bilingual students who speak another language must be recommended for ESL placement.

Texas City ISD Campuses Provide Bilingual Programs

<table>
<thead>
<tr>
<th>CAMPUS</th>
<th>PK</th>
<th>K</th>
<th>GR 1</th>
<th>GR 2</th>
<th>GR 3</th>
<th>GR 4</th>
<th>GR 5</th>
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<td>Calvin Vincent Early Childhood C.</td>
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<td>Heights Elementary School</td>
<td>✓</td>
<td>✓</td>
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<td>Kohfeldt Elementary School</td>
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<td>✓</td>
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<tr>
<td>Levi Fry Middle School</td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>✓</td>
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TCISD Current Bilingual Program

Texas City ISD Early Exit Transitional Bilingual Program

Grade Level Bilingual/ESL Program Guidelines
Language Allocation

<table>
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<th>Grade Level</th>
<th>Percentage of Instructional Time in Spanish</th>
<th>Percentage of Instructional Time in English</th>
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<tr>
<td>Pre-K</td>
<td>80%</td>
<td>20%</td>
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<tr>
<td>Kindergarten</td>
<td>70%</td>
<td>30%</td>
</tr>
<tr>
<td>First</td>
<td>60%</td>
<td>40%</td>
</tr>
<tr>
<td>Second</td>
<td>50%</td>
<td>50%</td>
</tr>
<tr>
<td>Third</td>
<td>30%</td>
<td>70%</td>
</tr>
<tr>
<td>Four</td>
<td>20%</td>
<td>80%</td>
</tr>
<tr>
<td>Fifth-Six</td>
<td>10%</td>
<td>90%</td>
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Percentage of Language of Instruction

<table>
<thead>
<tr>
<th>Grade</th>
<th>Percentage of Language of Instruction</th>
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</thead>
<tbody>
<tr>
<td>Pre-K</td>
<td>80% ELAR, Social Studies, Math, Science, Bridge</td>
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<tr>
<td>1st</td>
<td>60% SLAR, Math, &amp; Social Studies</td>
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<tr>
<td>2nd</td>
<td>50% ELAR, Math, Science, Bridge</td>
</tr>
<tr>
<td>3rd</td>
<td>60% SLAR, and Social Studies</td>
</tr>
<tr>
<td>4th</td>
<td>20% LS</td>
</tr>
<tr>
<td>5th-6th</td>
<td>10% LS</td>
</tr>
</tbody>
</table>

LS – Linguistic Support
English as a Second Language

ESL teachers shall design lessons and incorporate instructional approaches to make grade-level academic content accessible to Emergent Bilingual students. The ESL program targets the English language development that includes all ELPS domains listening, speaking, reading, and writing skills. To inform instructional practices, teachers shall locate and analyze the most recent Texas English Language Proficiency Assessment System (TELPAS) levels for each emergent bilingual student. TEA guidelines:

⭐ Incorporate the ELPS alongside the content/grade level Texas Essential Knowledge and Skills (TEKS) for all ELs by providing a prioritized language objective in conjunction with the content objective for each lesson.
⭐ Prepare for use of comprehensible input methods (visuals/gestures, clear instructions, appropriate language for proficiency/primary language resources) that support the language objective.
⭐ Prepare to linguistically accommodate the instruction, pacing, and materials for ELs, based on their English proficiency levels.
⭐ Integrate both social and academic language development opportunities in listening, speaking, reading, and writing with increased linguistic complexity.
⭐ Create/Utilize classroom assessments that distinguish between English proficiency and content knowledge, providing a way for ELs at all proficiency levels to demonstrate their content knowledge.
⭐ Evaluate the effectiveness of each lesson’s language objective and ELPS integration through ongoing, formative assessments.
⭐ Communicate to the LPAC on academic and linguistic progress of current and former ELs (up to two years after reclassification) and about which state assessment designated supports are needed and utilized in classroom instruction and assessment for each EL, as applicable.

### ESL Models

<table>
<thead>
<tr>
<th>Program Model Type</th>
<th>Goal</th>
<th>Instruction</th>
</tr>
</thead>
<tbody>
<tr>
<td>Content-Based ESL</td>
<td>Emergent Bilingual Students will attain full proficiency in English in order to participate equitably in school.</td>
<td>Emergent Bilingual students receive all content area instruction (English language arts and reading, mathematics, science, and social studies) by ESL certified teachers.</td>
</tr>
<tr>
<td>Pull-Out ESL</td>
<td>Emergent Bilingual Students will attain full proficiency in English in order to participate equitably in school.</td>
<td>A pull-out model can be implemented within the Emergent Bilingual student’s classroom, or the learner may be provided his or her English language arts and reading instruction by an ESL certified teacher in another classroom setting.</td>
</tr>
</tbody>
</table>
Emergent Bilingual Student Reclassification Criteria

Emergent bilingual students may be reclassified as English proficient if the student is able to participate equally in an English instructional program with no second language acquisition assistance as determined by academic satisfactory performance and the results of a subjective teacher evaluation using the state’s Emergent Bilingual/English Learner reclassification rubric.

An EB student/EL may not be reclassified as English proficient in prekindergarten or kindergarten as per Texas Administrative Code §89.1226(j). The language proficiency assessment committee (LPAC) will recommend reclassified students exit bilingual or English as a second language (ESL) program. Parental approval for exit or continuation in the program beyond reclassification must be obtained (Emergent Bilingual/English Learner Reclassification Criteria Chart, 2021).

Click below to access the reclassification criteria chart:
2021-2022 EB-EL Reclassification Criteria Chart (texas.gov)
Bilingual teachers in any program model must recognize that language variety exists for geographic, cultural, and social reasons, and that all varieties should be respected and honored as valid. The consequences of language variety choice in various situations should be discussed to support academic, linguistic, and sociocultural goals.
Appendix B
Emergent Bilingual Student Overview Classification Criteria
Appendix C

Limited English Proficient (LEP) / English Learner (EL) Decision Chart for the Language Proficiency Assessment Committee (LPAC)

1. Student’s initial enrollment in Texas public school

2. Home Language Survey

   a. Language spoken at home & by student = English
   
   i. Non-LEP/English Proficient (EP) (LEP = 0)
   
   ii. Parent requests placement in BE/ESL
      
   (PPC: 3 = BE, H = ESL)
   
   iii. No BE or ESL Services
   
   b. Language spoken at home & by student = English and any other language
   
   c. Language spoken at home & by student = language(s) other than English

   3. Test

   State-approved English language proficiency test for identification:
   
   a. Pre-K to 1st grade = Listening and Speaking components
   
   b. 2nd to 12th grades = Listening, Speaking, Reading, and Writing components

4. LPAC Meeting:

   a. Below level designated for English proficiency = LEP/EL
   
   b. Required Bilingual and ESL Programs §9.1205(a) and (d)

5. Parental notification of identification and approval of placement

6. Parental approval for ESL program placement

   a. Yes, Local Education Agency (LEA) under Bilingual Education Exception (PPC = E)
      
   (ALT = 0; BE and ESL = 0)
   
   b. Yes (PPC = D)
      
   (BE = 2, 3, 4, or 5)
   
   c. No (PPC = G)
      
   (BE, ESL, ALT = 0 / 00)

7. LEP/EL served through Bilingual Education Program

   a. Parent conference held on benefits of programming to confirm parental denial of services
   
   b. LEP/EL with parental denial receives no BE or ESL services
   
   c. Meets reclassification criteria as Non-LEP/EP (LEP = F, S, 3, 4, then 5)
   
   d. Parent approves continued participation of reclassified Non-LEP/EP student in BE
      
   (PPC = G)
   
   (No BE or ESL Services)

8. LEP/EL served through Alternative Language Program

   a. Meets reclassification criteria as Non-LEP/EP (LEP = F, S, 3, 4, then 5)
   
   b. Parent approves continued participation of reclassified Non-LEP/EP student in ESL
      
   (PPC = G)
   
   (No BE or ESL Services)


TCISD Bilingual Programs Guidelines and Procedures Handbook 2021-2022
References


