Audit Checklist for ELL 1701 Students

Student \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

* 1. Annual Language Assessment (oral, reading & writing)
  + Date (before Sept 30th) and levels indicated on assessment
  + On Going Review: periodic samples of unedited writing, assignments, tests, classroom worksheets, essays reports etc)
* 2. Annual Instruction Plan (AIP)
  + Completed by Sept 30th for extra funding
  + Review throughout the year
  + Add but do not delete information
* 3. Specialized ELL Services and Documentation
  + This could include a planner/weekly schedule or student timetable (secondary)
* 4. Regular Reporting
  + ELL Teachers will report on progress in English language acquisition on the space provided on the student report card (see new reporting guidelines)
  + This should include:
    - Student language proficiency
    - Language development services
    - Literacy goals
    - Ways the family can support
  + Classroom teachers will report on student growth, next steps and strategies/supports provided (see new reporting updates)
* 5. Planning and Delivering Services by ELL Specialist (Documentation)
  + This can include teacher collaboration, emails, presentations, student logs etc
* 6. Additional ELL Services Provided (Documentation)
  + Individual and/or small group instruction
  + Pull out services
  + ELL Services within the classroom
  + Classroom adaptations