

Reclassification: Criteria and Process

CPM II-EL 14

Reclassification is the process that determines whether an English learner should be reclassified as Fluent English Proficient (R-FEP). Reclassification relies on evidence demonstrating that the student has achieved a level of English proficiency comparable to that of average native speakers of English in the district and is achieving and sustaining a level of academic achievement with students whose native language is English.


District reclassification policies and procedures are aligned with California Department of Education guidelines. Multiple criteria are utilized to establish that the student is ready to be reclassified:

Criteria	Type of Evidence	Standard
English Language Proficiency	CELDT results	Overall early advanced or advanced with no domain scores lower than the Intermediate level.
Academic Achievement: Comparison of Performance in Basic Skills	California Standards Tests of English Language Arts	<p><u>Grades K – 2:</u> Curriculum-embedded assessment results demonstrate that the student is sufficiently proficient in English to participate in a curriculum designed for students of the same age whose native language is English.</p> <p><u>Grades 3 - 12:</u> Score at or above mid-Basic on the CST/ELA or CMA/ELA (\geq scale score 350).</p> <ol style="list-style-type: none">1. A student whose scale score ranges from 324 – 349 may be considered for reclassification provided that curriculum-embedded grade-level assessments in English language arts corroborate that the student is achieving at levels comparable to grade-level English-speaking peers.2. The CMA/ELA may replace the CST/ELA for a special education English learner who meets state eligibility criteria to take this alternative assessment.
Teacher Evaluation of Curriculum Mastery	<p>Student classroom performance and work products</p> <p>Report card grades</p>	<p>The teacher recommends reclassification based on a review of the student's mastery of the curriculum and other relevant factors.</p> <p><u>Note:</u> Deficits in motivation and academic performance unrelated to English proficiency do not preclude reclassification.</p>
Parental Opinion and Consultation	Evidence of consultation and opportunity for a face-to-face meeting between staff and parent	The parent is consulted and provided an opportunity to agree/disagree with the recommendation to reclassify the student.

Students who are reclassified may continue to participate in dual immersion alternative language program.

The district and each site share responsibility for initiating, facilitating, and monitoring the reclassification process. The process must include the following steps:

1. The Multilingual Literacy Department identifies students who meet English language proficiency and academic achievement criteria for reclassification twice yearly, by September 30 and January 30, or at any time throughout the year. The Multilingual Literacy Department notifies the principal of students who are to be reclassified, providing the school with a preprinted *Reclassification Form* for each student who meets CELDT and CST targets. Note: The school may initiate a request to reclassify students at any time during the school year.
2. The site reviews each Reclassification Form, adding curriculum-embedded assessment data, as needed.
3. The site consults with the classroom teacher regarding any student who meets English proficiency and academic achievement criteria but whose report card grades indicate less than satisfactory performance to determine whether reclassification is warranted.
4. The site notifies the parents/guardians in writing that their child is being considered for reclassification and invites them to participate in the reclassification process. The school also contacts the parents by phone to set up a time for consultation, if desired.
5. The site makes a recommendation on reclassification, then notifies the parents and the Multilingual Literacy Department of this decision in writing.
6. The Multilingual Literacy Department reviews and approves/denies each reclassification recommendation and returns the Reclassification Form to the site. The site places the form in the student's cumulative folder.
7. The Multilingual Literacy Department maintains documentation that the student has met reclassification criteria, including assurances that parents have been appropriately notified during the reclassification process.

<p> EL Electronic Toolbox: The <i>Reclassification Notification Letter</i> may be downloaded and copied by the school. The letter is available in Spanish, Hmong, Chinese, Vietnamese, and Russian.</p>
