

## ESL Folder/Monitor Checklist



Student Name: \_\_\_\_\_

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

- Registration form with completed home language survey
- Identification assessment results
- Copy of current parent notification letter
- Review Assessment Data
  - ACCESS Individual Student Report
  - Year-end testing reports
  - Yearly language goals based off of WIDA ACCESS data
- Birth certificate (required for immigrant students)
- Monitor forms (Fluent Students Only)
- Copy of parent notification of exit from services with an amended ILDP (Fluent Students Only)
- USBE Exit Rubric (Fluent Students Only)
- Written parent refusal of ESL services (when needed)
- Individualized language development plan (when needed)
- School Staff Observation Form (if needed)
- Supplemental Home Language Survey (if needed)