



ST. PETER'S
EV. LUTHERAN CHURCH, SCHOOL AND EARLY CHILDHOOD CENTER

Eastpointe Community Schools & St. Peter's Lutheran School Private-Nonprofit Agreement: Services for English language learners

In accordance with the private-nonprofit (PNP) agreement between Eastpointe Community Schools (ECS) and St. Peter's Lutheran School (SPL), the public school district coordinates services for English language learners (ELLs) via the Macomb Intermediate School District (MISD)'s bilingual instruction and English as a second language (ESL) program. Information regarding entrance and exit protocol, specific services, and assessment/accountability beyond the scope of this document can be found at misd.net/bilingual or michigan.gov/mde-el.

Enrollment

Upon enrollment at SPL, the person(s) responsible for processing enrollment and pupil accounting should inquire about the first/primary or additional language(s) spoken in the home. If the enrollment reflects a language other than English, the Michigan Department of Education's approved Home Language Survey must be completed by the parent(s) and/or guardian(s) and contact should be made to ECS:

Name	Position	Phone	Email
Patrick Taylor	EL Coordinator	(734) 775-4800 (m.)	patrick.taylor@eastpointeschools.org
Kristina Govan	Pupil Accountant	(586) 533-3035	kristina.govan@eastpointeschools.org

The pupil accountant should be provided with enrollment information, including:

- Student name
- Home phone number
- Home address
- Parent/guardian name(s)
- Primary or additional language
- Date of birth

Upon enrollment in the public school student information system, the student will be assigned a Unique Identification Code (UIC) which is required for assessment and accountability purposes and allows them to be identified in Michigan Student Data System (MSDS), Center for Educational Performance Information (CEPI), and the Office of Educational Assessment and Accountability (OEAA).



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Assessment & Services

Once the enrollment process is complete, the student will need to be screened by the district EL coordinator (using the W-APT assessment from the WIDA consortium) to finalize the enrollment along with the completed Home Language Survey and Student Referral forms (included with this document) to send to the MISD for registration in academic support services from a bilingual instructional assistant.

Bilingual instructional assistants (BIAs), staffed by the MISD, will work with ELLs on a consistent schedule. While this is usually a weekly visit, the duration and/or frequency of these sessions can be tailored to student needs. Dr. Su Polish, the MISD’s Bilingual Education and Title III Consultant, can be reached at smpolish@misd.net for more information specifically regarding BIAs.

Each year in February/March, all students identified as ELLs throughout the district will be assessed using the WIDA framework, sometimes referred to as MI-Access for ELLs. This assessment will be administered by the district’s EL coordinator. Parent communication, coordination of location and time, and any other arrangements or accommodations will also be made by the ECS EL Coordinator. Electronic scores for the WIDA assessment are released in late July; detailed, paper-copy score reports are sent to the public school district in September.

As previously noted, the EL coordinator for ECS will make arrangements for testing with the student parent(s) and/or guardian(s). However, due to the security requirements of the testing software from the Data Recognition Corporation (DRC), students receiving services via the PNP agreement must be tested at one of the six public school campuses (Bellview, Crescentwood, Eastpointe Middle School, Eastpointe High School, Forest Park, or Pleasantview).

Other Contacts

Name	Position	Email
Su Polish	Bilingual Education Consultant, MISD	smpolish@misd.net
Roni Vanderford	Administrative Assistant (Bilingual Education), MISD	vvanderford@misd.net
Stephanie Fleming	Assistant Superintendent, ECS	stephanie.fleming@eastpointeschools.org
Lisa Petrella	Curriculum & Grants Coordinator, ECS	lisa.petrella@eastpointeschools.org
[Vacant]	Director of Student Support Services, ECS	first.last@eastpointeschools.org
Kelly Alvarez	EL Consultant, MDE	alvarezk@michigan.gov
Jen Paul	EL & Accessibility Assessment Specialist, MDE	paulj@michigan.gov



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MACOMB INTERMEDIATE SCHOOL DISTRICT HOME LANGUAGE SURVEY

The _____ is collecting information regarding the language background of each of its students. This information will be used by the district to determine the number of children who should be provided bilingual instruction according to Sections 380.1152- 380-1157 of the School Code of 1995, Michigan's Bilingual Education law. Would you please help by providing the following information?

Thank you very much for your cooperation.

Name of Student _____ Grade _____ Age _____

Name of School Building _____

1. Is your child's native tongue a language other than English?

Yes No If yes, what is that language? _____

2. Is the primary language used in your child's home environment a language other than English?

Yes No If yes, what is that language? _____

3. ***What country was your child born in?** _____

4. ***When did your child first enter school the United States?** _____

"Primary language" means the dominant language used by a person for communication.

Revised 02/12/19



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Macomb Intermediate School District
 44001 Garfield Road • Clinton Township, MI 48038-1100
 Phone: (586) 228-3481
 Fax: (586) 286-2809; Email: smpolish@ misd.net

**Teacher Referral Form for Student Participation in
 MISD Bilingual Education Program**

Revised 8/8/13

**** ATTENTION:**

- **MUST attach a copy of the student's Home Language Survey Form (HLS) with Teacher Referral.**
- **MUST attach a copy of the WIDA ACCESS / W-APT Screening Report with this Teacher Referral.**

**** NOTE:**

- **All information on this referral form must be downloaded in the PowerSchool System before sending it to MISD.**
- **Without the above-mentioned documents, the enrollment for this student into MISD Bilingual Education Program will be delayed.**
- **This Teacher Referral must be approved and signed by the School Principal.**

***** PLEASE FILL IN EVERY AREA CLEARLY*****

District: _____ School: _____

Teacher / Counselor: _____

District Student ID Number: _____ UIC Number : _____

Student : _____ Grade: _____ AM / PM
Last First Middle Special Education

Date of Birth: _____ Male Female Place of Birth : _____

Language (other than English): _____ Date Entered U.S. : _____

Mother: _____ Father: _____ Guardian(s): _____

Address: _____ City: _____

Zip: _____ Telephone: _____

Is this student Non-English speaking? YES NO

Reactivate Student's Bilingual Services? YES NO

District Provides Services/Support

Teacher Suggestions or Comments:

Principal's signature: _____ Date: _____