



MEMORANDUM

TO: Private School Administrators

FROM: Crystal Andrews, Title III Coordinator

DATE: March 6, 2018

RE: Survey of English Learner Students

The Montana Office of Public Instruction is in the process of collecting data from schools regarding their current count of English Learner (EL) students.

It is important we have data for your school regarding the number of EL students for potential eligibility for Title III, English Language Acquisition, services for the 2018-19 school year. Guidelines that should be used when identifying EL students in your school for our state is located at <http://opi.mt.gov/Portals/182/Page%20Files/Statewide%20Testing/ELP%20Page/CriteriaforIdentificationofLimitedEnglishProficiency%26DefinitionofProficient.pdf> or www.opi.mt.gov > Leadership > Statewide Testing > ELP>Identification & Screening> Criteria for Identification of Limited English Proficiency. We ask that the enclosed survey be filled out by the person who is aware of the data regarding EL students enrolled in your school on February 5, 2018. This is the count date for the AIM system, which is the method for collecting Limited English Proficiency data from public and Board of Public Education accredited nonpublic schools. There is a place on the bottom of the form to indicate whether you wish to participate in Title III during the coming year (local public school must be eligible and participate also). If you have questions regarding this survey, please contact me by telephone at 406-444-3482 or email at crystal.andrews@mt.gov.

We appreciate the time and effort you will take in completing this survey. Please return it by April 2, 2018, for inclusion in the SY2018-19 Title III grant process.

CA
Enclosure