



**Montana**  
Office of Public Instruction  
Elsie Arntzen, Superintendent

**Exited ML/ELs  
Monitoring Tool 1 of 2  
Spring, 2021**

District:

School:

*This is a sample of a monitoring tool that can be used in collaboration with the counseling department or any other stakeholders at the district level to keep track of academic performance of exited/former ELs.*

Names of Exited/Former ML/ELs.	Date entered ML/EL program	Date exited EL program ( <i>Must be monitored 2 years from this date</i> )	Monitoring schedule: Set up the dates for meeting/discussing the student's academic performance. ( <i>Below are examples of how you could do this</i> )	
Last name, First name	09/20/2014	05/14/2021	Year 1: September, 2021 January, 2022 April, 2022	Year 2: September, 2022 January, 2023 April, 2023



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**Exited/Former ML/ELs  
Monitoring Tool 2 of 2  
Spring, 2021**

District:	School:
Student Name:	Date exited EL program:

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<b>Monitoring Date</b>	<b>Monitoring notes:</b>
	<ol style="list-style-type: none"><li>1. Report a D or F grade on any content class.</li><li>2. Record any important socio-emotional concerns</li><li>3. Alert ML/EL coordinator and anyone else on team and have an action plan.</li><li>4. Other important notes</li></ol>
9/12/21	<ol style="list-style-type: none"><li>1. <i>D in ELA and D in Social studies class.</i></li><li>2. <i>Math teacher reported many absences.</i></li><li>3. <i>Discussed an action plan with ML/EL coordinator and the content class teachers.</i></li><li>4. <i>We have started communication with parents</i></li></ol>