



Montana
Office of Public Instruction
Elsie Arntzen, Superintendent

**Exited/Former 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>)	
<i>Last name, First name</i>	<i>09/20/2014</i>	<i>05/14/2021</i>	<i>Year 1: September, 2021 January, 2022 April, 2022</i>	<i>Year 2: September, 2022 January, 2023 April, 2023</i>



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 Monitoring Tool 2 of 2
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District:	School:
Student Name:	Date exited EL program:

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