



Los Angeles Unified School District  
Multilingual and Multicultural Education Department  
MASTER PLAN PROGRAM OPTIONS KINDER ORIENTATION



As stated in the 2018 Master Plan for English Learners and Standard English Learners (pg. 50):

*“It is important for families of potential ELs to understand the various program options available for their children. To support these efforts, elementary schools are to hold three orientation meetings for families of newly enrolling kindergarten students prior to the start of the school year. Elementary schools are to provide a variety of times and dates for the orientation meetings, based on the needs of the community. The purpose of these orientation meetings is to provide parents/guardians with information to assist them in making meaningful decisions about instructional program placement for their child.”*

Schools are to make a concerted effort to ensure that a majority parents of their incoming Kindergarten students that are potential English Learners are able to attend one of the 3 meetings.

The following are guidelines to assist schools with the orientation meetings:

- EL Master Plan program options orientation can be part of a regular kindergarten orientation meeting for parents.
- There is to be a minimum of three orientation meetings that are held at different times of the day to accommodate parents’ various work schedules.
- School sites may select the date and time for the three orientation meetings, as long as they are completed before the end of the first day of school.
- Translation should be made available for parents that speak a language other than English.
- Announcement, agenda, and sign-in sheets must be provided.
  - *School-sites must keep copies of the announcement, agenda and sign-in sheets for all three meetings for a minimum of 5 years (and must be available upon request).*

During these meetings, parents should:

- Review the *Initial Notification of Enrollment in an Elementary Instructional Program for English Learners*, and its implications in their student’s education
- Understand the **initial identification** of ELs (2018 Master Plan for English Learners and Standard English Learners Initial Identification Flow Chart, pg. 49)
- Review the **ELPAC** and **reclassification criteria**
- Receive ***Master Plan Instructional Programs Options Brochures***
- View information that describes instructional program options: ***Master Plan Instructional Program Options Videos***
- View the **curricular material** used in each program and understand how each is used, along with the **mandated minutes**
- Understand the **Minimum Progress Expectations** for ELs (2018 Master Plan for English Learners and Standard English Learners Table 16, pg. 141)

The following links are provided to assist you in fulfilling your requirements:

- [English Learner Master Plan](#)
- [Master Plan Instructional Program Options Brochures and Videos](#)
- [Master Plan Instructional Program Options Meeting Log](#)
- [REF-4380.2 Initial Notification Requirements for Parents of English Learners \(ETK-12\)](#)