

iPass Quick Guide: Monitoring Former EL Students



iPass can be set up to monitor the former English Learners (ELs) in your district. The example below has set up to monitor students for up to 4 years or until they graduate. Below are the steps you can use to set this up on your site.

Add Codes to Identify Student’s EL Reclassification Status

Add codes to the DOE025 English Proficiency field for FEL Year 1, FEL Year 2, FEL Year 3 and FEL Year 4. Since these students are former ELs and are performing classwork in English, the State codes is set to “00 – Can perform classwork in English.”

Biographical System > Maintenance – Biographical > English Proficiency

ENGLISH PROFICIENCY			
Delete	Code	Description	State
Check All			
Clear All			
<input type="checkbox"/>	English Proficient	00 - Can perform classwork in English	00
<input type="checkbox"/>	NOT Eng. Proficient	01 - Cannot perform Classwork in Eng	01
<input type="checkbox"/>	Not Required	555 - Sending District - Not Required	555
<input type="checkbox"/>	FEL1	FEL Year 1	00
<input type="checkbox"/>	FEL2	FEL Year 2	00
<input type="checkbox"/>	FEL3	FEL Year 3	00
<input type="checkbox"/>	FEL4	FEL Year 4	00



SIF Mapping of New English Proficiency Codes

The new English Proficiency codes you added need to be mapped to send a 00 in the SIF transmission. This is done in SIF Table

SIF Agent > SID Data Mapping > SIF Table = 0585 – English Proficiency

SEARCH SIF DATA TABLES

You may use Enter/Return or Click Search

SIF Table:

Select the new codes with the value of 00 under Fluent English Speaker. Click Submit to save.

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SIF Table	SIF Value	iPass Value	SIF Descr
0585	1633	00 - 00 - Can perform classwork in English 00 - FEL Year 1 00 - FEL Year 2 00 - FEL Year 3	Native English speaker
0585	1634	00 - 00 - Can perform classwork in English 00 - FEL Year 1 00 - FEL Year 2 00 - FEL Year 3 X 00 - 00 - Can perform classwork in English X 00 - FEL Year 1 X 00 - FEL Year 2 X 00 - FEL Year 3 X 00 - FEL Year 4	Fluent English speaker

Select FEL Year # Code for Student

These codes can now be in selected to code the students on the Language screen.

Biographical System > Add/Modify Student > Language

STUDENT LANGUAGE DATA

English Proficiency:

00 - Can perform classwork in English

01 - Cannot perform Classwork in English

555 - Sending District - Not Required

FEL Year 1

FEL Year 2

FEL Year 3

FEL Year 4

FEL Year 1

Add Field to Track Date of Reclassification

Add a User Defined MISC Field to enter the date the student's EL status was reclassified.

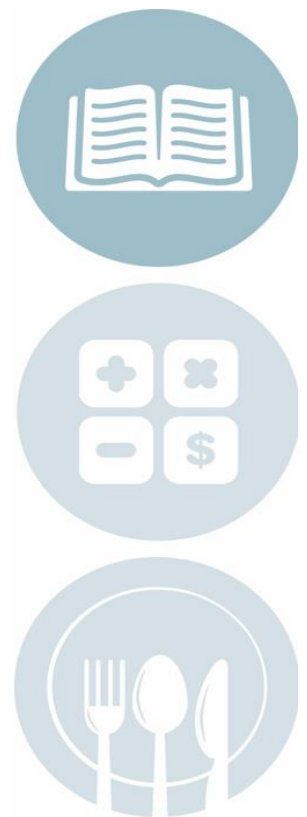
Biographical System > Maintenance – Biographical > User Defined Data > Table = Student

SEARCH MISCELLANEOUS FIELDS

You may use Enter/Return or Click Search

Table:

Click +Add and create a Field Name = FEL Reclassification Date. Use the Display Order to align it with other ELL fields you may have set up. Submit to Save.



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NEW MISCELLANEOUS FIELDS

Table Name: Student

Name: FEL Reclassification Date

Display Order: 3

Print On Transcript: No

Print On Report Card: No

Field Size: 0

Max Field Size: 0

Type: Text

The Student MISC screen display the FEL Reclassification Date field.

Submit Cancel

Misc Fields

Translation indicator	Yes	Translation language	Spanish
FEL Reclassification Date	05/01/2019	ELL Date of Exit	04/30/2019
Emergency Form Returned	Yes	ELL Language Proficiency Level	FEL Year 1
ELL Date of Entry	09/01/2017	Photo in Media	Yes

Query Report

The Support Team has created a query that is available for download from iPass Help to report on these students.

iPass Help > My Queries > Query Files for Download > [Former English Language Learner Query](#)

The Query is designed to run by Year and School and include the district's Former EL Student English Proficiently Codes and list Teacher and Courses in the English, Mathematics, Science and Social Students Departments. The report includes (*but not limited to*): Student ID, Student Name, Grade Level, FEL Year #, Language, School Name, Course Name, Course ID, Couse Section, Term, Teacher Name, Department, and FEL Reclassification Date.

