samegoal

LPAC Other

When a mid-year review needs to be conducted for an Emergent Bilingual student that doesn't coincide with a standard initial or annual review, an **LPAC Other Review** can be created.

This form can be used to document failure reviews or when an Emergent Bilingual student transfers into the district.

LPAC Other Review

Steps *To conduct an LPAC Other Review:*

1. Create an **LPAC Other Review** document.
2. Enter the date and provide a purpose.
3. If test scores have been loaded from TIDE for the student, they will auto populate into the document. If they are loaded after this document has already been created, they can be copied in afterward by clicking the **Update Test Results** button in the top left.
4. Enter assessment and progress information in the **Results** tab.
5. During LPAC meeting, on **Decision** tab, select the appropriate placement decision and recommendation.
6. Enter meeting notes and add signatures.
7. Mark the document complete.

When the document is completed, if this document was completed in order to enroll a transfer student, the student will be badged for Emergent Bilingual (or Dual Language if they are non-EB electing into an EB program) with a deadline calculated for an **LPAC Annual Review**.

Tip The **LPAC Other Review** is not intended to be used to reclassify students because according to the TEA, “an EB student may be reclassified as English proficient only at the end of the school year”. Thus, a student should only be reclassified using an **LPAC Annual Review** at the end of the year.