

LAP Student Identification and Program Placement

Identification Process:

- ✓ Students in each school will be ranked ordered according to the following assessments:
 1. Statewide Assessment: MSP
 2. Districtwide Assessment: Dibels, MSP, DMA,
 - + Optional Building Assessment: STAR, Fluency Test,The rank order list will be kept on file at the school for auditing purposes.
- ✓ LAP staff will identify students from the rank ordered list according to need
- ✓ LAP staff will consult Reading and/or Math teachers for feedback on student placement.
- ✓ LAP staff will send written notification to parents about student's eligibility for LAP services. Consent forms signed by parents will be kept on file. If parents do not respond to written notices, consent will be assumed. Copies of written notification will be kept in the student folders.
- ✓ If parents reject LAP services, students will not be placed in LAP classes. Records of communication will be kept on file in the student folder.
- ✓ Students will be identified and their names will be added to the LAP Enrollment form with updates monthly to Shera Adams in the LAP office. LAP teachers will reassess students to determine if additional services are needed.

Scheduling Procedure:

- ✓ LAP math and reading classes must be in **addition** to regular core instructional classes and cannot replace core basic education classes.
- ✓ LAP class size will be determined by program (LAP classes will never serve a higher ratio than the basic education intervention class.)

New Students Placement:

- ✓ Students new to the school will be assessed and placed on the rank order list and entered into the LAP program when an opening becomes available. Parents will receive written notification about student's eligibility for LAP services.