



LPAC Administrator MOY Checklist

LPAC Event	Online in eStar	Comments	Date Completed
MOY LPAC	<p>Complete the following screen in eStar: 8 Reason for Meeting: MOY LPAC- State Assessment Review (STAAR and TELPAS)</p> <p>Important Note: The Admission, Review, and Dismissal (ARD) Committee and the LPAC are jointly responsible for collaborating in making assessment decisions considering both the student's special education needs and second language acquisition needs.</p>	<p>Before the LPAC:</p> <ul style="list-style-type: none"> -Train all members participating in MOY LPAC procedures. Keep oaths and documentation in place. -Ensure that all content area teachers have entered any designated supports for state assessments (STAAR and TELPAS) into eStar. -Ensure that all content area teachers have entered participation of the language domains of TELPAS and designated supports as applicable for TELPAS reading. -Ensure that all content area teachers have entered the "NONE" for students that do not need designated supports on STAAR and TELPAS. -Ensure that all teachers have electronically drawn signature. <p>*High School LPAC Administrators:</p> <ol style="list-style-type: none"> a). Ensure that English I EOC Special Provisions have been completed for those ELs in the second semester ESOL 1 and those students with 3 years or less years in US schools. b). Review any students that are SIFE. eStar screen 4 student educational history 2 of 3. <p>During the LPAC:</p> <p>Review the following information:</p> <ul style="list-style-type: none"> • Most recent OLPT in English (and Spanish if applicable) • Most recent Terra Nova scores if available • Most recent TELPAS data • Curriculum Based Assessments and Benchmark scores in reading, math, writing, science and social studies • Writing samples in both English and Spanish (if applicable) • Designated supports provided for the students by teachers (for those EL students who may need them). • Instructional Linguistic Accommodation entered by teachers into eStar. • Student's IEP and Special Exit Criteria documentation (if applicable). This includes Response to Intervention and 504 data. • Other relevant data that will provide information of students' level of performance in English and Spanish (ISIP, DRA, EDL2, running records, ...) • Review STAAR and TELPAS designated supports entered by teachers. • Review exit button to ensure that is shifted to right position depending upon designated supports entered by teachers. <p>After the LPAC:</p> <p>Notify Pre-K – 12th LPAC Specialist to get an excel report of designated supports entered by teachers and LPAC decisions. The LPAC administrator will give the report to the campus testing coordinator.</p> <p>Once LPAC administrator, Campus Testing Coordinator, and Pre-K to 12th LPAC Specialist have reviewed all information entered into eStar: archive and close completed MOY LPAC.</p>	<p>Notify Pre-K – 12th LPAC Specialist and PEIMS data Clerk when LPACs are completed.</p>