



COMMONWEALTH of VIRGINIA
Department of Education

December 18, 2015

TO: Division Superintendents

FROM: Steven R. Staples, Superintendent of Public Instruction

SUBJECT: Training on Accommodations for Limited English Proficient Students

As part of the Virginia Department of Education's ongoing effort to ensure that appropriate accommodations are provided to Limited English Proficient (LEP) students taking the Standards of Learning (SOL) assessments, training on the provision of accommodations to LEP students will be offered in three locations.

Participants in this training will gain a thorough understanding of:

- Accommodations available to LEP students for SOL assessments;
- The role of the LEP committee;
- LEP student characteristics;
- Evidence-based decision making when determining appropriate accommodations for LEP students for SOL assessments;
- The assignment of accommodations to LEP students for SOL assessments;
- The implementation of accommodations for LEP students for SOL assessments; and
- The documentation of accommodations provided to LEP students for SOL assessments.

This training will be held from 8 a.m. to 4 p.m. at each of the following locations:

Monday, January 25, 2016

Chesterfield County Public Schools
Chesterfield Technical Center at the Hull Administration Building
13900 Hull Street Road
Midlothian, VA 23112
(804) 639-8668

Monday, February 1, 2016

Frederick County Public Schools
Lord Fairfax Community College
173 Skirmisher Lane
Middletown, VA 22645
(800) 906-5322

Monday, February 22, 2016

Chesapeake City Public Schools
School Administration Building
312 Cedar Road

Chesapeake, VA 23322
(757) 547-0153

School divisions are encouraged to register a team of at least three participants, which may include English as a Second Language (ESL) teachers, general education teachers, and building administrators. Additionally, Title III Coordinators and Division Directors of Testing may also register to attend. Participation at each training site is limited to 50 participants. Training materials, breakfast, and a working lunch will be provided for all participants. The costs of travel will be the responsibility of the participants. To register for this training, please complete this brief [online registration survey](#). This registration survey will remain open until Friday, January 15, 2016.

If you have questions, please contact the assessment staff by e-mail at student_assessment@doe.virginia.gov or by phone at (804) 225-2102.

SRS/RF/cd