



**COMMONWEALTH of VIRGINIA
Department of Education**

April 4, 2014

TO: Division Superintendents

FROM: Patricia I. Wright, 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 four locations. This training will repeat training that has been offered across the Commonwealth in 2012 and 2013.

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:

Friday, August 15, 2014

Montgomery County Public Schools
School Board Office, Conference Rooms A and B
750 Imperial Street, SE
Christiansburg, VA 24073
(540) 382-5100

Monday, August 18, 2014

Charlottesville City Public Schools
Charlottesville High School
1400 Melbourne Road
Charlottesville, VA 22901
(434) 245-2410

Thursday, August 21, 2014

Chesapeake City Public Schools
Indian River High School

1969 Braves Trail
Chesapeake, VA 23325
(757) 578-7000

Friday, August 29, 2014

Stafford County Public Schools
Stafford Hospital, Rooms 5 and 6
101 Hospital Center Boulevard
Stafford, VA 22554
(540) 741-9000

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 access the brief online registration survey at <http://www.logicdepot.com/surveys/run/start.cfm?skey=M2VVQ-PHFYZ>. This registration survey will remain open until Monday, June 30, 2014.

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.

PIW/SLR/cd