

EARLY LITERACY REMEDIATION PLAN



**School District of
West De Pere**

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Section 1A: Introduction

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| Date Published | March 17, 2025 |
| Revision Dates | |
| The Purpose of this Plan | This <i>Early Literacy Remediation Plan</i> , which is required by state law, addresses reading instruction, assessment, and remediation with a primary, but not exclusive, focus on five-year-old kindergarten through third grade. See § 118.016(6) . |
| Primary District Contact(s) Regarding this Plan | If any District families or other District stakeholders have questions about this Plan, the District's overall approach to reading instruction in kindergarten through third grade, or the District's approach to literacy-related assessments and learning supports, please contact: Dr. Amy LaPierre, Director of Curriculum, alapierre@wdpsd.com |
| Location on Website | The most current version of this Plan can be found at a link located on the following School District web page: https://www.wdpsd.com/district/curriculum.cfm |

Section 1B: Overview of the District's Approach to Early Literacy Instruction

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| Foundational Elements | <p>Early literacy instruction in the District is built on a foundation of:</p> <ul style="list-style-type: none"> • Licensed, professional educators who understand the life-long importance of each child's early literacy education and who have specific training in the areas of reading instruction and literacy development. • District-adopted student academic standards in reading and English language arts. • The District's sequential curriculum plans in reading and English language arts for kindergarten through third grade. • The curricular materials and instructional methods that are used to implement the District's academic standards and curriculum-based learning objectives. • An adaptable framework for early literacy instruction that provides sufficient flexibility to foster continuous learning growth and enhance engagement for all students. |
| Key Features of Early Literacy Instruction in the District | <p>The following are some of the key features of the District's approach to early literacy instruction:</p> <ul style="list-style-type: none"> • The District emphasizes the consistent use of instructional methods that reflect evidence-based best practices and the selection and use of curricular materials that have been designed and shown to be effective tools for early literacy development. • The District offers differentiated pathways for student learning that can accommodate the needs of all students. • The District uses a variety of assessment techniques, both formal and informal, to determine each student's current skills and knowledge, to identify any learning gaps related to literacy development, and to measure learning and growth following instruction and interventions. • As further described below, the District relies on a tiered system of learning support—consisting of a wide range of interventions, instructional and curricular modifications, and other remedial services—to meet the needs of students who need assistance reaching or maintaining grade-level literacy skills. |
| Tiered Learning Support for Students Who Need Assistance Reaching or Maintaining Grade-Level Literacy Skills | <p>The District uses a tiered system of instructional interventions and supports under which different tiers correspond to different types and levels of student need. The tiered system also helps District educators to identify options for adjustments if initial interventions and supports are not creating results that match expectations for improvement.</p> <p>The primary focus of this <i>Early Literacy Remediation Plan</i> is on the District's implementation of the state-mandated early literacy assessments and various state-mandated student intervention processes. However, the District's approach to early literacy instruction recognizes that, in some cases, it is</p> |

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| | <p>possible to identify individual learning needs and adjust instruction in a manner that will help a student make progress in building their grade-level literacy skills before the student is identified as being in need of more formal and more intensive interventions.</p> <p>The District also recognizes that its tiers of literacy-related interventions and remedial reading services need to be coordinated with other District programs and services that can have overlapping goals and purposes.</p> <p>At all tiers of learning support, there is a common emphasis on identifying individual needs, matching instruction and interventions to those needs, and monitoring learning to determine whether the interventions are helping the student to make progress.</p> |
| Universal Approach to High Quality Instruction | <p>Links to standards:</p> <ul style="list-style-type: none"> • Wisconsin Standards for English Language Arts, DPI 2020 • Wisconsin Essential Elements for English Language Arts, DPI 2022 • Wisconsin Model Early Learning Standards Fifth Edition • The 2020 Edition WIDA |

Section 2: Wisconsin Strategic Early Literacy Assessments System

(Kindergarten through Third Grade)

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| Scope of this Section of the Plan | <p>This section of the <i>Early Literacy Remediation Plan</i> identifies the following early literacy assessments that, under state law, the District is required to administer to students who are enrolled in kindergarten through third grade:</p> <ol style="list-style-type: none"> 1. The fundamental skills screening assessment (4K) 2. The universal screening assessment (5K through third grade) 3. Diagnostic literacy assessments (some students in 5K through third grade) 4. The state's standardized third grade reading test <p>In addition to these formal, state-mandated assessments, District educators also use a variety of other assessment methods and assessment tools to evaluate students' skills, needs, and learning progress related to reading and other aspects of early literacy.</p> |
| Fundamental Skills Screening Assessment (4K) | |
| The Assessment Tool | <p>AimswEBPLUS is the fundamental skills screening assessment that is administered to students who are enrolled in four-year-old kindergarten (4K).</p> <p>The test is a nationally-normed, skills-based benchmark & screening assessment used to assist in program planning and evaluation and to identify specific tiered academic support needs. At the 4K level the early literacy subtest required in fall is Initial Sounds (IS) and takes approximately 2-3 minutes per student. The early literacy subtests required in the spring include Initial Sounds (IS) which takes 2-3 minutes & Letter-Word Sounds Fluency (LWSF) which takes 1 minute. Combined, the approximate total testing time per student in the spring is 3-4 minutes.</p> <p>It is a state-mandated and state-selected reading readiness screening tool. See § 118.016(2). State law does not allow families to choose whether to have their child(ren) participate in this assessment.</p> |
| Purpose/Content of the Assessment | <p>The purpose of the fundamental skills screening assessment is to evaluate students who are enrolled in 4K on:</p> <ul style="list-style-type: none"> • Phonemic awareness • Letter sound knowledge |
| Timing of the Assessments | <p>The District administers the fundamental skills screening assessment to 4K students at least two times* during the school year.</p> <ol style="list-style-type: none"> 1. The first administration takes place within 45 calendar days of the start of the school term for students each fall. |

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| | <p>2. The second administration occurs in the second half of the school year, at least 45 calendar days before the last day of the regular annual school term.</p> <p><i>* Note: In the 2024-25 school year, the District is required to administer the assessment only one time. The 2024-25 schedule may be modified due to this exception.</i></p> |
| Parent Notice of Assessment Results | As further addressed in the “Parent Notifications” section of this Plan, parents will be notified of the assessment results within 15 calendar days after the assessment is scored. |
| How the District Uses the Results of this Assessment | <p>It is not unusual for students enrolled in 4K to be at many different levels of reading readiness. With that in mind:</p> <ul style="list-style-type: none"> • The results of a fundamental skills screening assessment do not automatically trigger either a mandatory “diagnostic assessment” or mandatory learning interventions. • The District will use the assessment results as one data point to determine if a student should be monitored, referred for any type of further evaluation, or considered for instructional modifications or interventions. <p>See also the later section of this Plan titled, “Using Student Assessment and Intervention Data to Evaluate Early Literacy Instruction.”</p> |
| Universal Screening Assessment (5K through Third Grade) | |
| The Assessment Tool | <p>AimswebPLUS is the reading screener that is administered to students who are enrolled in five-year-old kindergarten (5K) through third grade.</p> <p>The aimswebPlus assessment takes 1-4 minutes and includes both a teacher administered portion (grades 4K-1) and a computer administered portion (grades 2-3).</p> <p>It is a state-mandated and state-selected screening tool. See § 118.016(3)(a). State law does not allow families to choose whether to have their child(ren) participate in this screening assessment.</p> |
| Purpose/Content of the Assessment | <p>The purpose of the universal screening assessment is to evaluate students enrolled in 5K through third grade in the following areas:</p> <ul style="list-style-type: none"> • Phonemic awareness • Decoding skills • Alphabet knowledge • Letter sound knowledge • Oral vocabulary |
| Timing of the Assessments | <p>The District administers the universal skills screening assessment to students who are enrolled in 5K through third grade at least three times * during each school year, as follows:</p> <ul style="list-style-type: none"> • Within 45 calendar days of the start of the school term for students each fall. |

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| | <ul style="list-style-type: none"> • Near the middle of the annual school term. • In the second half of the school year, at least 45 calendar days before the last day of the regular annual school term. <p><i>* Note: In the 2024-25 school year, the District is required to administer the assessment only two times. The schedule may be modified due to this exception.</i></p> |
| Parent Notice of Assessment Results | As further addressed in the “Parent Notifications” section of this Plan, parents will be notified of the assessment results within 15 calendar days after the assessment is scored. |
| How the District Uses the Results of this Assessment | <p>As defined in state law, a student is considered to be “at-risk” with respect to early literacy learning if the student scores below the 25th percentile on a universal screening assessment.</p> <p>For each 5K to third-grade student who is determined to be “at-risk” of reading difficulty based on the results of the screener, the District will:</p> <ul style="list-style-type: none"> • Administer a diagnostic literacy assessment to help further evaluate the student’s skills and needs. • Start or, if applicable, continue the process of developing and implementing a personal reading plan for the student. <p>For students who are not considered “at-risk,” the District will use the assessment results as one data point to help determine if a student should be monitored, further evaluated, or considered for possible interventions or remedial reading services.</p> <p>See also the later section of this Plan titled, “Using Student Assessment and Intervention Data to Evaluate Early Literacy Instruction.”</p> |
| Diagnostic Literacy Assessments (5K through Third Grade) | |
| The Assessment Tool | <p>The District has selected the following tools for use as diagnostic literacy assessment(s) within the District:</p> <ul style="list-style-type: none"> • Aimsweb Plus <ul style="list-style-type: none"> o Word Reading Fluency o Spelling o Listening Comprehension o Letter Naming Fluency o Reading Comprehension • FastBridge RAN (Rapid Automatized Letter Naming) <p>In instances where section 118.016(3)(b) requires the District to administer a diagnostic assessment, state law does not provide families with an opportunity to choose to opt their child(ren) out the assessment.</p> |
| Purpose/Content of the Assessment | <p>A diagnostic assessment is used to evaluate a student’s early literacy skills in the following areas:</p> <ul style="list-style-type: none"> • Phonemic awareness • Word recognition |

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| | <ul style="list-style-type: none"> • Decoding skills • Alphabet knowledge • Letter sound knowledge • Oral vocabulary • Rapid naming • Phonological awareness • Spelling • Vocabulary • Listening comprehension • When developmentally appropriate for the student, oral reading fluency and reading comprehension <p>See §§ 118.016(1)(b) and 118.016(3)(b). As an assessment of skills, a diagnostic assessment can help to identify a child's potential learning gaps with greater precision. However, the District's diagnostic literacy assessments do not determine whether a student may have any medical or developmental condition or disability that may be affecting the child's learning.</p> |
| Family History Survey Component | In connection with a diagnostic assessment, the District will also provide an opportunity for the student's parent to complete a family history survey to provide additional information about any learning difficulties in the student's family. |
| Eligible Students and Timing of the Assessments | <p>The District is required to administer a diagnostic assessment to a student if either of the following applies:</p> <ul style="list-style-type: none"> • The results of a universal screening assessment indicate that the student is "at-risk" with respect to early literacy learning. <ul style="list-style-type: none"> ○ If the student's "at-risk" status relates to the first screening assessment of the school term, then the diagnostic assessment is to be completed by the second Friday of November. ○ If the student's "at-risk" status relates to the second or third screening assessment of the school term, then the diagnostic assessment is to be completed within 10 calendar days of the screener. • A teacher or parent who suspects that the student may be demonstrating characteristics of dyslexia submits a request for a diagnostic assessment.* <ul style="list-style-type: none"> ○ The assessment must be conducted within 20 calendar days of the request. <p><i>* Note: This requirement applies to requests submitted beginning on January 1, 2025.</i></p> <p>To the extent permitted by state law for a student who is already receiving interventions and services under a personal reading plan, the District may determine that a student does not need to repeat a diagnostic assessment that the student has already taken [in the same school year], even if there is a secondary basis under which the student has qualified for the diagnostic assessment.</p> <p>It is possible that the District may determine that other students could benefit from completing a diagnostic assessment that would not be mandatory under state law.</p> |

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| Parent Notice of Assessment Results | As further addressed in the “Parent Notifications” section of this Plan, parents will be notified of the assessment results within 15 calendar days after the assessment is scored. |
| Additional Parent Communications | <p>As further addressed in the “Parent Notification” section of this Plan, the District will provide information about dyslexia to the parent of each student the District is required to assess using a diagnostic assessment.</p> <p>If a student’s score on a diagnostic assessment places the student in the “at-risk” classification, then the District is also required to provide special education referral information to the student’s parent.</p> |
| How the District Uses the Results of this Assessment | <p>Like the 5K to third-grade screening assessments, a student is also considered to be “at-risk” with respect to early literacy learning if the student scores below the 25th percentile on a diagnostic assessment.</p> <p>For each student who is “at-risk,” the District will start or, if applicable, continue the process of developing and implementing a personal reading plan for the student.</p> <p>If a student already has a personal reading plan in place at the time that the student completes a diagnostic assessment, the results of the diagnostic assessment will be used to inform possible changes to the plan and may be used to help monitor the student’s progress.</p> <p>For students who are not considered “at-risk,” the District will use the assessment results as one data point to help determine if the student should be monitored or otherwise further considered for possible interventions or services.</p> <p>See also the later section of this Plan titled, “Using Student Assessment and Intervention Data to Evaluate Early Literacy Instruction.”</p> |
| The State’s Standardized Third Grade Reading Test | |
| The Assessment Tool | <p>The Wisconsin Forward Exam in the area of English language arts (ELA) is used as the reading test that school districts must administer annually to students enrolled in third grade. See § 121.02(1)(r). Some students with significant cognitive disabilities may participate in an alternative assessment.</p> <p>The Wisconsin Department of Public Instruction may designate one or more sub-scores within the ELA area of the Forward Exam for school districts to use for specific purposes.</p> <p>The Forward Exam is an online assessment. The District estimates that it will typically take a combined total of about 125 minutes for a student to complete the ELA sections of the Forward Exam.</p> <p>Per Wis. Statute 118.016(a), students in grades 4K-2 may not opt out of state-required assessments. If the student is not in one of those grades, District policy (6005) allows parents to request an opt out. This request can be made at any time, however it must be made in writing and submitted to the building principal.</p> |

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| Purpose/Content of the Assessment | The Forward Exam is a summative assessment that evaluates cumulative learning. The test is research-based. The ELA part of the Forward Exam includes sections that cover reading, language, and writing. |
| Timing of the Assessments | The Forward Exam is administered in the spring of each school year during a testing period established annually by the Wisconsin Department Public of Instruction. |
| Parent Notice of Assessment Results | The District will provide each student's parent with the results of their child's performance on the Forward Exam once those results are available. |
| How the District Uses the Results of this Assessment | <p>The District uses the results of the reading/literacy portion of the annual third grade Forward Exam for a variety of purposes, including the following:</p> <ul style="list-style-type: none"> ● If a student has a personal reading plan in place as an “at-risk” student during third grade, the results of the assessment (or the applicable sub-score(s)) may be used to evaluate the student's progress and to determine whether the student has successfully completed the reading plan. ● Even if a student does not have a personal reading plan in place at the time that the District receives the Forward Exam results, the District will identify and provide appropriate interventions or remedial reading services if the District determines that either of the following applies: <ul style="list-style-type: none"> ○ The student has failed to score above the state minimum performance standard on the applicable ELA/reading portion of the Forward Exam and it is determined that the student's test performance accurately reflects the student's reading ability. ○ The student has not met the minimum performance benchmarks that show that the student is meeting the grade-level reading objectives that are specified in the District's reading curriculum plan. The results of the Forward Exam serve as one indicator that may be used to make this determination. ● The District uses the results of the Forward Exam in all subject areas, if available, as one of many indicators for making grade promotion decisions at the end of third grade. <p>See also the later section of this Plan titled, “Using Student Assessment and Intervention Data to Evaluate Early Literacy Instruction.”</p> |

Section 3: Early Literacy Learning Supports and Interventions for Students

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| What Are Interventions? | <p>Providing an intervention typically means applying the systematic use of a technique, program, or practice that has been designed and shown to improve learning in specific areas of student need. To be effective, interventions must be accurately matched to the student's needs, and the student's response to the interventions (i.e., the student's learning and progress toward goals) needs to be monitored, with adjustments being made as needed.</p> <p>Various state statutes and administrative regulations establish standards and requirements for learning "interventions" that are provided in the specific context of early literacy instruction. For example:</p> <ul style="list-style-type: none"> • § 118.016(5) (defining requirements for personal reading plans). • § 118.016(1)(i) (defining "intervention" as the term is used in connection with personal reading plans). • § 121.02(1)(c)3 (specifying standards for interventions and remedial reading services that are provided to a 5K to third-grade student determined to be "at risk" based on a reading readiness assessment). • § PI 8.01(2)(c)3 (Register Feb. 2020) (addressing interventions and services that are provided to students in kindergarten through fourth grade under sections 121.02(1)(c)1 and (1)(c)2 of the state statutes). |
| General Examples of Literacy-Related Interventions and Methods for Providing Interventions | <p>Depending on the student's needs, interventions may be embedded in regular classroom instruction, delivered in a small group setting, delivered in a one-on-one setting, and/or provided using some other appropriate method. The following are some examples of the types of reading interventions and learning supports that the District commonly uses in connection with early literacy instruction and some of the methods that may be used to provide those interventions and supports:</p> <ul style="list-style-type: none"> • Delivering instruction through multimodal strategies, such as audible, verbal, visual, and tactile methods (i.e., tracing, writing, using manipulatives, etc.). • Using targeted repetition and reinforcement of explicit instruction through re-teaching, teaching using alternative strategies, and/or using alternative materials. • Identifying critical points during instruction for providing the student with prompts, coaching, learning checks, and specific feedback. • Making ongoing adjustments to a student's placement in instructional groups (whole group, small group, and/or individual) for different learning objectives and skill practice. • Modifying a student's school schedule to extend the amount of weekly instructional time that is used for reading/literacy development. • Using appropriately vetted technology-based resources. • Implementing school-and-home learning reinforcement activities that are structured, coordinated, and monitored by a licensed educator. |

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| <p>Interventions Used to Address Characteristics of Dyslexia</p> | <p>State law requires this <i>Early Literacy Remediation Plan</i> to include a description of the interventions that the District uses to address characteristics of dyslexia. In doing so, it is important to understand that dyslexia is generally recognized as a neurobiological condition that exists on a continuum. At a very general level, the condition is often characterized by difficulties, at varying degrees of severity, with accurate and fluent word recognition, spelling, and decoding. Those difficulties can detract from the child’s reading experience, impede comprehension, and affect the growth of key literacy-related skills. Some children without dyslexia demonstrate some of the characteristics that are associated with dyslexia.</p> <p>Due to the broad range of severity of “characteristics of dyslexia” and due to the many different underlying causes or reasons that students may exhibit those characteristics in connection with reading and other literacy-related skills, there is no single, standardized program or schedule of interventions that can be applied to appropriately address the needs of all students with dyslexia, with related conditions, or who have demonstrated characteristics of dyslexia. Interventions for such students should reflect individual needs.</p> <p>The following are some examples of how the District approaches learning supports and interventions for students with dyslexia and for other students who demonstrate characteristics of dyslexia:</p> <ul style="list-style-type: none"> • Students with dyslexia and related conditions often need additional and specifically-targeted instruction and practice with some or all of the following: phonological awareness, phonemic awareness, alphabetic principle, phonics, morphology, and fluency. • For students with dyslexia and related conditions, word-level difficulties often negatively affect reading comprehension. When this is noticed, instruction and interventions should emphasize letter-sound correspondences. • Students with dyslexia and related conditions may need more frequent monitoring and feedback during opportunities for practice and application. • Licensed educators can provide specific guidance to help a student select appropriate texts and can structure opportunities to monitor the student’s word recognition, word solving, comprehension, and engagement during independent reading time. • If the student has an IEP, the special education and any other services or instructional modifications that may be specified in the IEP may sometimes relate to reading and literacy and may be in the nature of interventions. • Students with dyslexia, with conditions related to dyslexia, or who demonstrate characteristics of dyslexia can often benefit from some of the same types of interventions and learning supports, using some of the same methods of implementation, as are provided to other students who are struggling with reading and with the development of other literacy skills. (See above within this section of this Plan for some examples.) <p>See generally Wisconsin’s Informational Guidebook on Dyslexia and Related Conditions, Wisconsin Department of Public Instruction (July 2021) (available on the District website at www.wdpsd.com).</p> |
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Early Literacy Interventions: Eligibility Mandates under State Law

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| <p>Eligibility as an “At-Risk” Student under Section 121.02(1)(c)3 and Section 118.016(5)</p> | <p>The District is required to provide reading-related interventions or remedial reading services to a student if the student’s performance on a universal screening or diagnostic assessment indicates that the student is “at-risk.”</p> <p>The interventions and any additional instructional services provided to such a student must:</p> <ul style="list-style-type: none"> • Address all areas in which the student has been determined to be deficient in a manner that is consistent with the state standards in reading and language arts. • Include the components of “science-based early reading instruction,” as defined in section 118.015(1c)(b) of the state statutes. • Be described in writing in a personal reading plan that is developed for the student if the student is enrolled in 5-year-old kindergarten to third grade. |
| <p>Eligibility under Section 121.02(1)(c)1</p> | <p>The District is required to provide reading-related interventions or remedial reading services to a student who is enrolled in four-year-old kindergarten to third grade if the student is not sufficiently meeting the grade-level reading objectives specified in the reading curriculum plan maintained by the District.</p> <p>The district follows the Wisconsin State Standards for English Language Arts. Wisconsin Standards for English Language Arts, DPI 2020</p> |
| <p>Eligibility under Section 121.02(1)(c)2</p> | <p>State law requires the District to provide reading-related interventions or remedial reading services through third grade if a student does not score above the state minimum performance standard on the standardized state reading test administered in third grade and if either of the following applies:</p> <ul style="list-style-type: none"> • A teacher in the school district and the student’s parent agree that the student’s test performance accurately reflects the student’s reading ability; or • A teacher in the school district determines, based on other objective evidence of the student’s reading comprehension, that the student’s test performance accurately reflects the student’s reading ability. |
| <p>Eligibility under Sections 118.33(5m) and 118.33(6)(a)3 (generally outside the scope of this Plan)</p> | <p>Once the District policy required by section 118.33(6)(a)3 takes effect, and subject to limited statutory exceptions that the District may elect to apply if doing so would not violate any other law, state law will require the District to define and provide “intensive instructional services, progress monitoring, and supports” in reading to a student if all of the following apply:</p> <ul style="list-style-type: none"> • The student had a personal reading plan in place during third grade; • The student did not complete the personal reading plan; and • The District promotes the student to fourth grade despite having not completed the personal reading plan. <p>The services offered to such a student must include an intensive summer reading program, unless an exception specified in state law applies to the</p> |

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| | <p>student and applying the exception would not violate any other law. A summer reading program must be provided each summer until the student scores at grade-level in reading on a summative assessment. In other words, the obligations created by section 118.33(5m) and under the District policy required by section 118.33(6)(a)3 are not limited exclusively to the time that an eligible student is enrolled in fourth grade.</p> <p>At this time, the student promotion policy required under section 118.33(6)(a)3, the District's specific approach to the intensive instructional services, progress monitoring, and supports required under section 118.33(5m)(a), and the District's approach to serving students who are subject to any of the exceptions specified in section 118.33(5m)(b) are outside the scope of this Plan.</p> |
| Eligibility for Interventions under Multiple Criteria | <p>If a student is determined to be eligible for reading interventions under more than one of the criteria listed above in this section and if the student has a personal reading plan (as defined in state law) in place, then the student's interventions or services under any of the other criteria will be coordinated through the student's personal reading plan. This paragraph is most likely to apply to a student who is both "at-risk" and also not sufficiently meeting the grade-level reading objectives specified in the District's reading curriculum plan.</p> |
| Coordination with Other Laws and other District Programs | <p>In practice, the District's educators will need to coordinate the implementation of the reading intervention mandates listed above in this section with several other existing laws and the related District programs and services, including all the following:</p> <ul style="list-style-type: none"> • The federal Individuals with Disabilities Education Act (IDEA) and subchapter V of chapter 115 of the state statutes. • Section 504 of the Rehabilitation Act. • Laws that require services for students who are English Learners. • Certain programs and services that the District may provide under Title I of the federal Elementary and Secondary Education Act. <p>The necessary coordination will need to occur at a programmatic level and, when applicable, at an individual student level. Not all of those coordination issues will have clear answers. District educators who have questions about or who encounter novel situations related to such coordination issues are expected to escalate the issue to an appropriate administrator for further input and guidance.</p> |

Personal Reading Plans for “At-Risk” Students (5K through Third Grade)

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| Eligibility for a Personal Reading Plan | <p>If a student who is enrolled in five-year-old kindergarten through third grade is identified as “at-risk” based on the results of either a universal screening assessment or a diagnostic assessment, then the District will develop and implement a written personal reading plan for the student.</p> <p>An assessment score below the 25th percentile qualifies a student as “at-risk.”</p> <p>In direct consultation with the student’s parent and based on re-screening, a diagnostic assessment, or some other evidence-based evaluation, the District may make a determination that an “at-risk” result on a screening assessment was inaccurate or invalid and that the student is not in need of a personal reading plan. Such decisions will be addressed on a case-by-case basis with the involvement of a licensed District reading specialist.</p> |
| Required Content for a Personal Reading Plan | <p>A personal reading plan for an “at-risk” student will include at least all of the following:</p> <ul style="list-style-type: none"> • A statement of the student’s specific early literacy learning needs, as identified by skills that were evaluated on the applicable assessment. • Goals and benchmarks for the student’s progress toward grade-level literacy skills. • A description of the interventions and any additional instructional services that will be provided to the student to address the student’s learning needs and promote the growth of the student’s early literacy skills. • The programming using “science-based early reading instruction,” as defined in state law, that the student’s teacher will use to provide reading instruction to the student, addressing the areas of phonemic awareness, phonics, fluency, vocabulary, and comprehension. • A description of how the student’s progress will be monitored, which must occur on at least a weekly basis. • Strategies and activities that the student’s parent is encouraged to use to help the student achieve grade-level literacy skills. • Any additional programs or services that may be available and appropriate to help accelerate the student’s early literacy skill development. |
| Plan Creation and Implementation | <p>The District will follow any applicable statutory deadlines for the initial creation of a personal reading plan for an “at-risk” student. As of the date this <i>Early Literacy Remediation Plan</i> was written, the statutory deadlines were as follows:</p> <ul style="list-style-type: none"> • By no later than the 3rd Friday of November* if the student is identified as “at-risk” based on the results of either (1) the first universal screening assessment that is administered in any school year or (2) the results of a diagnostic assessment that was administered due to the results obtained from that first universal screening assessment. |

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| | <ul style="list-style-type: none"> • Within 10 calendar days after the administration of any other universal screening or diagnostic assessment required by state law that has identified the student as “at-risk” (i.e., excluding the assessments that are covered by the November deadline specified in the previous paragraph). <p><i>* Note: This deadline is inapplicable during the 2024-25 school year.</i></p> <p>Once a personal reading plan has been created for an “at-risk” student, the District shall begin providing the interventions described in the plan as soon as practicable.</p> <p>To the extent permitted by applicable law and when not in conflict with other possible obligations (e.g., under the IDEA for a student with a disability), the District retains discretion to modify the content of a student’s personal reading plan.</p> |
| Parent Communications Related to a Student’s Personal Reading Plan | <p>The District will provide the parent of a student who receives a personal reading plan with the information and notifications that are listed and described in the applicable subsection of the “Parent Notifications” section of this <i>Early Literacy Remediation Plan</i>. (See below.)</p> |
| Administrative Procedures and Administrative Oversight | <p>The Director of Curriculum will have primary administrative responsibility for the creation, dissemination, and monitoring of administrative procedures and protocols that District staff will use to create and manage the implementation of student personal reading plans. Changes to such supplemental procedures and protocols would not be considered amendments to this Plan.</p> <p>Those procedures and protocols will address issues such as:</p> <ul style="list-style-type: none"> • The format/template the District will use for personal reading plans. • Authority and procedures for modifying a student’s personal reading plan. • District expectations for documentation of intervention delivery. • District expectations for documentation of progress monitoring activities. • The format and standards for relevant parent notifications (see below). • The content and format of 10-week progress reports (including the initial 10-week notification of progress and subsequent follow-up reports of overall progress), which shall be consistent with the content requirements established in the Parent Notifications section of this Plan. • Standards and procedures for determining plan completion and exiting a student from interventions, which shall be consistent with applicable statutory standards for these processes. |

Monitoring Activities for Students Receiving Reading Interventions

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| Purpose of Monitoring | As a student receives literacy-related interventions or remedial reading services, it is critical to monitor the student's learning to (1) assess the student's progress, (2) confirm and better understand the student's learning needs, and (3) evaluate the effectiveness of the interventions. |
| Examples of Monitoring Methods and Tools | <p>Monitoring activities during the implementation of reading interventions for a student may include activities such as:</p> <ol style="list-style-type: none"> 1. A review of relevant schoolwork completed by the student. 2. Observations of the student's demonstration of knowledge and skills that are relevant to the student's area(s) of deficiency and to the goals and benchmarks that may be defined for the interventions. 3. Structured assessments of specific knowledge and skills. <p>Examples of specific tools that the District may use to monitor and evaluate a student's progress during interventions, when appropriate for the individual student, include the following:</p> <ol style="list-style-type: none"> 1. Any of the District's approved diagnostic assessment(s), as identified in this Plan (above), or any relevant portion(s) of a diagnostic assessment. 2. Other tools that may be identified on an individualized basis for monitoring the student's progress (e.g., within a personal reading plan or some other student-specific schedule of interventions). |
| Frequency of Monitoring under a Personal Reading Plan for an "At-Risk" Student | <p>When any "at-risk" student is receiving reading interventions defined in a personal reading plan, monitoring activities shall occur on at least a weekly basis, as further described in the student's plan.</p> <ul style="list-style-type: none"> • The primary focus of the weekly monitoring will be on specific skill areas, goals, and benchmarks that were targets of recent interventions, services, and instruction. • Each week's monitoring activities do not need to address all skill areas, goals, and benchmarks identified within the student's plan. <p>In the aggregate, the weekly monitoring activities shall be structured to permit timely determinations of whether the student is demonstrating an adequate rate of progress toward reaching grade-level literacy skills, including for purposes of the initial 10-week progress report and any follow-up reports of the student's overall progress. Under state law, decisions whether the student is demonstrating an adequate rate of progress under a personal reading plan (and, therefore, at least some of the planned monitoring activities) must include an assessment of the following:</p> <ul style="list-style-type: none"> • For a student enrolled in 5K, an assessment of the student's "nonword" or "nonsense word" fluency and the student's phoneme segmentation fluency. • For a student enrolled in first grade, second grade, or third grade, an assessment of the student's oral reading fluency. |

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| <p>Frequency of Monitoring for a Student in Kindergarten through Third Grade When Early Literacy Interventions Are <u>Not</u> Provided under a Personal Reading Plan</p> | <p>This subsection applies to any student in kindergarten through third grade who is determined to qualify for reading interventions or remedial reading services under section 120.02(1)(c)1 (due to not sufficiently meeting curricular goals) or section 121.02(1)(c)2 (due to performance on the state’s standardized third grade reading exam), but who does not also have a personal reading plan as an “at-risk” student and who did not have a non completed personal reading plan in place as an “at-risk” student at the end of third grade.</p> <p>For such a student, District staff will engage in monitoring activities that are targeted to assess the student’s progress in overcoming the student’s identified skill deficiencies and learning gaps at periodic intervals. The following also apply:</p> <ul style="list-style-type: none"> • The specific frequency of monitoring activities should account for (1) the learning needs being addressed by the interventions and (2) the specific tools/procedures that are being used (i.e., to use the tool/procedures with fidelity and to preserve the validity of the data). • The schedule of monitoring activities may be reasonably adjusted to account for the date that any interventions or services were first initiated and for other elements of the school calendar. |
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Parent Notifications

General Information Relating to Parent Notifications under this Plan

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| Legal Requirement | <p>State law requires this <i>Early Literacy Remediation Plan</i> to include a “parent notification policy.” See § 118.016(6)(e). This section (including all of the subsections in this section) serves as that mandatory policy.</p> <p>For emphasis and clarity, some of the parent notifications addressed in this section are also mentioned in other parts of this Plan.</p> |
| Meaning of the Term “Parent” within this Plan | <p>Unless expressly defined differently, when the term “parent” appears in this section and in other sections of this Plan, the term means a person to whom both of the following apply:</p> <ol style="list-style-type: none"> 1. The person falls under the definition of “parent” that is set forth in section 115.76(12)(a) of the state statutes; and 2. When a Plan provision involves the District’s disclosure of personally-identifiable information from the student’s education records, the person is authorized to receive or review the information in question under the federal Family and Educational Rights and Privacy Act (FERPA) and its implementing regulations. For example, the person may satisfy FERPA’s definition of a parent, or the District may have received written consent for the disclosure to the person. <p>In general, this will normally include, but not necessarily be limited to, a biological parent, an adoptive parent, a legal guardian, certain foster parents, or a person who is lawfully “acting as a parent of a child” (e.g., a person acting as a parent for school purposes in the absence or unavailability of a biological/adoptive parent or legal guardian, such as under a documented delegation of parental authority). It does not include, for example, a person whose parental rights have been terminated or a person who has lost the right to access or receive the student’s pupil records due to the outcome of court proceedings.</p> |
| Electronic Format Generally Permissible | <p>The notifications and communications required to be provided to a parent “in writing” under this Plan may be provided to the parent in an electronic format unless any of the following applies:</p> <ol style="list-style-type: none"> 1. Any statute, regulation, or authoritative interpretation of the applicable law prohibits the use of an electronic format for the specific notice. 2. Providing the notice or information in an electronic format would be insufficient to meet the District’s obligations to effectively communicate with a parent who has a disability. 3. An administrator with oversight responsibility for a particular communication directs District staff to provide the specific communication in other than an electronic format. <p>District staff may also elect to provide certain notices to a parent in more than one format (e.g., both a paper copy and an electronic copy).</p> |

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| Language Assistance Related to Parent Notifications | <p>Limited English proficient (LEP) individuals are individuals whose primary language is other than English and who have limited proficiency with speaking, reading, writing, or audibly understanding English. If a parent has limited English proficiency, the District will provide notification of the results of any reading readiness assessment (i.e., screening or diagnostic assessment) in a language that the student's parent is able to understand. Further, to the fullest extent practicable and consistent with any legal requirement(s), other parent communications required under this Plan shall likewise be provided to an LEP parent with appropriate translation or with other appropriate language assistance.</p> <p>If a family has questions or specific needs related to language assistance, the family (or the family's representative or advocate) can contact Amy Schuh, Director of Student Services.</p> |
| Notifications Relating to Reading Readiness Assessments | |
| Specific Notifications Relating to Assessments | <ul style="list-style-type: none"> • <u>Notice of the Results of Reading Readiness Assessments</u> <ul style="list-style-type: none"> ○ "Reading readiness assessments" include the fundamental skills screening assessment (4K), the universal screening assessment (5K through third grade), and any diagnostic assessments (5K through third grade). ○ The District will provide the results of each reading readiness assessment, in writing, to each student's parent no later than 15 calendar days after the student's assessment is scored. ○ The notification of results will include at least all of the information required under state law. (See § 118.016(4).) • <u>Notice of Special Education Referral Information</u> <ul style="list-style-type: none"> ○ If a diagnostic assessment indicates that a student is "at-risk," then information about how to make a special education referral under section 115.777 of the state statutes must be included with the results of the diagnostic assessment. • <u>Parent Notification of Information about Dyslexia</u> <ul style="list-style-type: none"> ○ The District will provide a notice of information about dyslexia, in writing, to the parent of each student that the District is required to assess for early literacy development using a diagnostic assessment. ○ When required, the information about dyslexia may be provided any time after it is known that the parent's child will be taking a diagnostic assessment, but it shall be provided no later than the date on which the District provides the parent with notice of the results of the diagnostic assessment. ○ The notification will cover at least all information specified in state law. |
| Notifications Relating to Student Personal Reading Plans | |
| Specific Notifications Relating to Student | <ul style="list-style-type: none"> • <u>Parent Copy of a Personal Reading Plan; Parent Signature</u> <ul style="list-style-type: none"> ○ <i>Upon initial creation.</i> The District will promptly provide a copy of a personal reading plan that has been developed for an "at-risk" student to the student's parent. |

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| Personal Reading Plans | <ul style="list-style-type: none"> ○ <i>Upon changes to the plan.</i> The District will promptly notify the student's parent of any substantive modifications to a personal reading plan by providing a copy of the amendment(s) or an entire revised copy of the plan. ○ <i>Timing.</i> The District expects that a copy of an "at-risk" student's personal reading plan (or an amended plan) will normally be provided to a parent within <u>5 school days</u> after District staff have finalized the plan (or a substantive amendment to the plan). ○ <i>Parent signature.</i> State law requires a parent to return a signed copy of the student's personal reading plan to the school. Unless otherwise required by the Department of Public Instruction, a signed acknowledgement of receipt of the plan shall be sufficient. ● <u>Parent Notification of Pupil Progress under a Personal Reading Plan</u> <ul style="list-style-type: none"> ○ <i>Initial 10-week progress report.</i> After the school has been providing the interventions described in an "at-risk" student's personal reading plan for 10 weeks, a member of the District's instructional staff shall prepare a progress report and provide the report to the student's parent. ○ <i>Subsequent reports of overall progress under a personal reading plan.</i> <ul style="list-style-type: none"> ■ Subject to a determination that the student has completed the plan, the initial 10-week progress report and each subsequent report of a student's overall progress under a personal reading plan shall specify a date by which the school will provide the next overall progress report. ■ The date of the next progress report shall normally be no later than a date that is promptly after the interventions have been provided for another 10 school weeks, but it may be an earlier date. ○ <i>Content of progress reports.</i> The reports of overall progress described in this subsection will include at least the following content: <ul style="list-style-type: none"> ■ A summative determination as to whether the student is making an adequate or inadequate rate progress with their literacy skills under the personal reading plan. (Note: State law defines the term "inadequate rate of progress" and establishes criteria for measuring progress. See §§ 118.016(1)(g) and 118.016(5)(c).) ■ A brief summary of the information that supports the determination of the student's overall progress. ■ A statement of specific changes or recommendations that the school is making (if any) with respect to interventions, monitoring, etc. ■ Subject to a determination that the student has completed the personal reading plan, a date by which the school will provide the next overall progress report. (See above for timing expectations). |
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| | <ul style="list-style-type: none"> • <u>Parent Notification of Completion of a Personal Reading Plan</u> The District will promptly notify the student's parent if the District determines that a student has successfully completed a personal reading plan and that the student will "exit" the plan and plan interventions. • <u>Parent Notification of Noncompletion of Personal Reading Plan as of the End of Third Grade</u> <ul style="list-style-type: none"> ○ If, as of the end of third grade, an "at-risk" student has not successfully completed a personal reading plan that was in place for the student during that third-grade school year, District staff shall make a determination of the student's status for the subsequent school year under applicable District policies and promptly inform the student's parent of all of the following: <ul style="list-style-type: none"> ■ The noncompletion of the student's third-grade personal reading plan. ■ The District's intended approach to reading instruction and support for the student in the subsequent school year. ■ If the student is being promoted to fourth grade, any additional information that the District is required to provide under section 118.33(5m) of the state statutes and/or under the District's related third-to-fourth-grade promotion policy, once that policy has been adopted and takes effect. (Note: The District's approach to implementing section 118.33(5m) and the District's third-to-fourth-grade promotion policy, required beginning in the 2025-26 school year, are currently outside the scope of this Plan.) |
| <p style="text-align: center;">Notifications Relating to Reading Interventions in Kindergarten through Third Grade that Are <u>Not</u> Implemented Through a Student Personal Reading Plan</p> | |
| <p>Cycle of Parent Communications for Interventions that Are <u>Not</u> Implemented Through a Personal Reading Plan</p> | <p>If the District determines that a student enrolled in kindergarten through third grade is eligible for interventions or remedial reading services under section 121.02(1)(c) of the state statutes based on either (1) the student's failure to meet grade-level reading objectives, or (2) the student scoring below the state minimum performance standard on the designated portion of the third-grade Forward Exam, but the interventions/services and parent notifications are <u>not</u> coordinated through a personal reading plan, then District staff shall ensure that the student's parent is reasonably notified of:</p> <ul style="list-style-type: none"> • The initiation of reading interventions or remedial reading services for the student, including identifying the interventions/services and the reason(s) for those interventions or services. • The student's learning progress during the period of interventions or services, at reasonable intervals. • Substantive changes to the planned approach to interventions or services. • A District decision to "exit" the student from, or otherwise end, the reading interventions or remedial services that have been provided |

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| | under section 121.02(1)(c) (e.g., based on the student's progress or loss of eligibility). |
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Using Student Assessment and Intervention Data to Evaluate Early Literacy Instruction in the District

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| Administrative Responsibility for Data Management and Reporting | <p>The Director of Curriculum and Instruction shall have primary administrative responsibility for establishing and monitoring data-tracking procedures related to this <i>Early Literacy Remediation Plan</i>.</p> <p>The District's Assessment Coordinator shall have primary administrative responsibility for ensuring that the District annually reports assessment and intervention data to the Department of Public Instruction, as required by section 118.016(7).</p> |
| Maintaining Student Confidentiality | <p>The data that the District tracks in connection with reading readiness assessments and early literacy interventions will be valuable to use in connection with evaluating and improving the District's early literacy curriculum, the instructional practices used by District educators, and the District's system of learning interventions and other remedial services.</p> <p>However, when using any data related to this Plan, District staff must account for data that is personally-identifiable to a student and, therefore, subject to confidentiality requirements under applicable laws and District policies. Some data may be personally-identifiable to a student even when the student's name is not used. For example, a "small cell size" for certain reporting categories and/or for particular combinations of data elements can create a risk that the data will be personally-identifiable within the school community. Accordingly, some data that may be appropriate for limited use and dissemination that remains within the control of the District (e.g., under the "legitimate educational interests" standard for school officials) may not be appropriate for public dissemination or for other external disclosure.</p> |
| Uses of the Data Directed Primarily by the Administrative Leadership Team and School Board | <p>Under the direction of the Director of Curriculum and Instruction, the District Administrator, and the School Board, assessment and intervention data related to this Plan will be used to help evaluate:</p> <ol style="list-style-type: none"> 1. The District's program of reading goals, including to help determine the progress that the District is making for existing goals and to inform possible revisions to the District's reading goals. See § 118.015(4)(a). 2. The District's adopted academic standards in reading, writing, and English language arts. See §§ 118.30(1g)(a)1 and 120.12(13). 3. The District's budgetary needs related to reading instruction, such as staffing, resources for professional development, and purchases of curricula, classroom instructional materials, and library materials. See § 118.015(4)(b). |
| Use in the Annual Curriculum Review Process | <p>Under the direction of the Director of Curriculum and Instruction, the licensed reading specialist(s) charged with conducting an annual evaluation of the District's reading curriculum under section 118.015(3)(d) shall consider</p> |

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| | assessment and intervention data related to this Plan as part of that evaluation process for at least kindergarten through third grade. |
| Other Uses of the Data that will be Coordinated Primarily at an Administrative Level | <p>Under the direction of the Director of Curriculum and Instruction, and with the involvement of the District's licensed reading specialist(s) where appropriate, the District will use assessment and intervention data related to this Plan for the following:</p> <ol style="list-style-type: none"> 1. As a component of the District's periodic review of its sequential curriculum plan for reading and language arts, including evaluating the relevant instructional materials. 2. To help evaluate and improve the District's core set of instructional methods for teaching reading and early literacy skills, and to help evaluate the sound and consistent implementation of those core methods. 3. To evaluate the structure, quality, and implementation of the District's early literacy intervention systems and procedures, including any optional programs that can serve a remedial function. 4. To inform the evaluation of any specialized programs or services within the District that connect to and affect literacy instruction, using disaggregated data if reasonably available and appropriate. 5. To identify reading achievement gaps that may be affecting specific student subgroups, and to assist in identifying recommendations or action steps that may assist in addressing those achievement gaps. 6. To identify and help remedy statistically significant differences in early literacy outcomes among different schools, programs or instructional settings within the District. 7. To inform recommendations and planning for educator training and professional development, which may include workshops or other training or coaching that will help classroom educators to analyze and directly use the District, school, or classroom assessment and intervention data to improve their professional practices. 8. To inform recommendations and planning for staffing allocations and to inform other aspects of staff management planning. 9. To inform the future review and evaluation of this <i>Early Literacy Remediation Plan</i>. |

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