

ELL Mock Audit Form

Mock Audit for: _____ Date: _____

Practical Details

- Files easily accessible
- Files in alphabetical order
- Prior years in same folder
- Most recent data on top
- Everything in one place
- Proof of Residency (online)

Current Assessment

- Record of current assessment (year-end assessment of previous year)
- Data recorded (ELL Annual Assessment Document/updated AIP)
- Marked and ELL specific errors noted (ELL standard rubrics highlighted, dated)
- Signed by assessor

AIP

- Current AIP is in place
- Evidence of AIP development (notes/dates of changes and digital updates)
- Goals noted and dated
- Appropriate to student needs
- Signed

Support (ELLMS can provide data to support this)

- Evidence that additional support is being provided that is specific to language needs (direct instruction, small group pull out, pull-in, teacher consultation, consultation log)
- Schedule of amount and/or nature of direct support in place

Reports

- Documentation of ELL specialist supplemental reports (2 per year)

Notes:

ELL/ESD Teacher: _____ Principal: _____