



Attach student evidence listed above and send via school mail to  
Division of Special Education, Beaudry Building, Floor 17, Subject Line: Reclassification  
Multilingual and Multicultural Education Department

**SSPT Reclassification Recommendation  
Elementary Reclassification Check List**

Forward documents to your Local District English Learner Programs Coordinator.

REVISED 5/30/18

<b>Student Name:</b>	<b>Grade:</b>	<b>Local District:</b>
<b>School:</b>	<b>Local District:</b>	
<b>Required Documentation</b>	<b>Questions/Concerns/Notes</b>	
<input type="checkbox"/> SSPT Reclassification Recommendation Form		
<input type="checkbox"/> SSPT Sign-In		
<input type="checkbox"/> SSPT Initial Meeting Form		
<input type="checkbox"/> SSPT Follow-Up Meeting Form (if applicable)		
<input type="checkbox"/> English Language Proficiency Assessments for California (ELPAC) Copy of Individual Student Report		
<input type="checkbox"/> DIBELS (K-5), SBAC (Grades 3-6) or Reading Inventory (Grade 6) Copy of Individual Student Report		
<input type="checkbox"/> ELA Composite Score Copy of Individual Student Report		
<input type="checkbox"/> Student Data/Evidence/Work Sample(s) Scored/Results with Standards/Skills mastered and rubric		
<input type="checkbox"/> Required Signatures <input type="checkbox"/> Principal <input type="checkbox"/> SSPT Chairperson <input type="checkbox"/> SSPT Team Members		

Note: This is a tool to assist with documentation collection.