Multilingual and Multicultural Education Department

SSPT Reclassification Recommendation
Secondary Reclassification Check List

Forward all documents to your Local District English Learner Programs Coordinator.

<table>
<thead>
<tr>
<th>Student Name:</th>
<th>Grade:</th>
<th>Local District:</th>
</tr>
</thead>
<tbody>
<tr>
<td>School:</td>
<td>Location Code:</td>
<td></td>
</tr>
</tbody>
</table>

### Required Documentation

- ☐ SSPT Reclassification Recommendation Form
- ☐ SSPT Sign-In
- ☐ SSPT Initial Meeting Form
- ☐ SSPT Follow-Up Meeting Form (if applicable)
- ☐ English Language Proficiency Assessment for California (ELPAC)
  - Copy of Individual Student Report
- ☐ Reading Inventory or SBA
  - Copy of Individual Student Report
- ☐ Final Report Card Marks
  - Copy of Individual Student Report
- ☐ Student Data/Evidence/Work Sample(s)
  - Scored/Results with Standards/Skills mastered and rubric

### Required Signatures

- ☐ Principal
- ☐ SSPT Chairperson
- ☐ SSPT Team Members

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