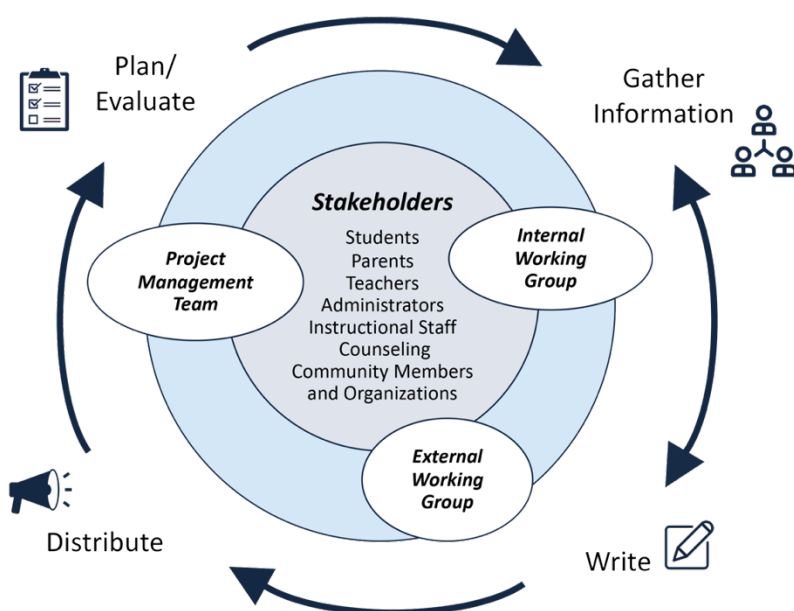


## SupportEd English Learner (EL) Master Plan Development Process

Development Process Steps	Timeline
1. Conduct on-site meetings and classroom observations with district administrators to begin needs assessment process.	Early Fall
2. Conduct on-site or virtual interviews with district key stakeholders, review student data, and conduct online teacher surveys.	Early Fall
3. Prepare summary of district needs based on results of meetings, classroom visits, interviews, student data review, and surveys to identify initial key themes for EL Action Plan outline.	Mid-Fall
4. Conduct ongoing weekly or bi-weekly virtual meetings with district administrators for EL Master Plan development (SupportEd and District Project Management Team).	Throughout academic year
5. Identify and select stakeholders for district Internal and Community Working Groups to provide input and feedback for plan development.	Late Fall
6. Meet onsite with Internal and Community Working Groups to obtain feedback and input on initial key themes identified in needs summary and solicit additional themes from groups.	Late Fall
7. Develop EL Master Plan Outline and meet with Internal and Community Working groups to solicit feedback and input for next phase of plan development.	Early Winter
8. Continue developing EL Master Plan in an iterative cycle, incorporating stakeholder feedback and input in each subsequent iteration of the plan.	Late Winter
9. Finalize and produce EL Master Plan (with final graphics) after iterative process has concluded when district administrators and stakeholders are satisfied with final draft of plan.	Early Spring
10. Distribute final plan to district, implement, and evaluate results.	After final plan is approved within district

This collaborative EL Master Plan development process is summarized in the diagram below.



“The SupportEd team has been an **incredible strategic partner** in the development of the first JCPS EL Master Plan. They have demonstrated time and again a research-informed knowledge base coupled with **pragmatic experience**.”

I have sincerely appreciated the SupportEd team’s **responsiveness** and **time dedicated** to our partnership. We are eagerly anticipating extending the partnership with SupportEd to include a **multi-year implementation plan**.”

– Eli Beardsley, Ph.D. | Director ESL  
Jefferson County Public Schools,  
Louisville, KY