

Saucon Valley School District
Academic and Personnel Committee
December 20, 2021 – 5 pm
High School Audion

Welcome to the meeting of the Academic and Personnel Committee. Our objective is to serve the students, parents, and residents of our community. You are an important part of this meeting and we look forward to your questions and comments.

We are all here for the same reason. All opinions are welcomed and equally valuable. Our only request is that we address each other with civility and respect. Our courtesy toward each other is the best way to show our students how much we respect them as well.

Committee Members - Susan Baxter, Cedric Dettmar, Tracy Magnotta, Shamim Pakzad

Committee Agenda

- I. **Call to the Order** – *Tracy Magnotta, Committee Chair*
- II. **Pledge of Allegiance**
- III. **Recording of Attendance** – *Tracy Magnotta, Committee Chair*
- IV. **Motion to Approve Agenda**
- V. **Approval of Minutes** – November 22, 2021
- VI. **Courtesy of the Floor to Visitors – Agenda Items Only** – *Visitors should state their name and address*
- VII. **Discussion and Action**
 - 1. Spanish Immersion Policy
 - 2. Elementary Technology Update
- VIII. **New Business**
- IX. **Old Business**
- X. **Citizens' Inquiries and Comments** – *Visitors should state their name and address.*

XI. Announcements

Future Meetings ~

Wednesday, January 26, 2021

XII. Motion to Adjourn Meeting

The Saucon Valley School District does not discriminate on the basis of race, color, national origin, age, sex, or handicap.

Present were Academic and Personnel Committee Board Members: Tracy Magnotta (online), Dr. Pakzad (online), Cedric Dettmar (online), and Susan Baxter (in person). Also present were: Jaime Vlasaty, Board Member Mike Karabin, Board Member Sandy Miller (online), Dr. Lensi Nikolov, James Deegan, Mike Hanssen and John Conte. Dr. Pakzad joined in person at 5:15

Meeting began at 5:03pm

Approve agenda motion by Susan Baxter
Approve minutes motion by Susan Baxter

Courtesy of the floor- No comments

Discussion-

Pam Dobson presented a Technology Update which covered access, safety and infrastructure, Ed Tech Integration Approach and an overview of the approval process. Dr. Pakzad emphasized the importance of the process by which the Board is approving the materials that are being purchased. Dr. Nikolov provided a presentation on the Goals of the elementary school with particular focus on progress and achievement. Mrs. Baxter reinforced that the presentation was insightful and should be completed by each building. Dr. Pakzad wants to assure that the time students use technology is a topic of the next meeting. Mrs. Baxter emphasized the importance of balance.

New Business- None
Old Business- None

Citizen Inquiries and Comments:

Jon Conte- technology recommendation

Sarah Houch- issues with COPPA-Literally and implementation; Schoology and real use of 1st and 2nd grade; we are very far behind on pace- parents are frustrated.

Meeting adjourned at 7:22

Announcement of future meetings: December 20, 2021

Saucon Valley School District

200.1 AR. SPANISH IMMERSION ENROLLMENT PROCEDURES

SECTION - PUPILS

TITLE - SPANISH IMMERSION ENROLLMENT PROCEDURES

EFFECTIVE -

REVISED –

200.1 AR. Spanish Immersion Enrollment Procedures

1. **Purpose** – The purpose of this document is to define the procedures for student enrollment in the Spanish Immersion program.
2. **Rationale** - In order to provide a clear and equitable enrollment process, this AR will further define processes that will be used to enroll eligible students into the program.
3. **Sibling Preference**
 - Once a student has enrolled in the program, any additional sibling(s) will be given preference for enrollment. This includes students who have been enrolled in the program prior to the adoption of this policy. The rationale for this preference is two-fold:
 1. Parents/guardians of enrolled students have a current understanding of the rigor of the program and adult support required outside of school for their child's success in the program, and
 2. Students in the same household enrolled in the program can support each other in the study and acquisition of Spanish as a second language.
 - A *sibling* for the purpose of this program is defined as one of two or more individuals having one common Parent/Guardian who are currently living within the same household.
 - *Currently enrolled students* are students who have continuously taken and are currently enrolled a course in the Spanish Immersion program in grades one through twelve during the year of registration.
 - If siblings interested in enrollment exceed 14, a live lottery will be held for sibling enrollment prior to the General Lottery process. The process will be identical to the General Lottery (see below), but limited to siblings. If multiple children within the same family (twins, triplets, etc.) cause the total to exceed 14, a sibling lottery will be held. If the 14th slot selected represents a family of multiples, the

Parent/Guardian/guardian will determine which student is enrolled and which enters the General Lottery.

- Parents/guardians with children already enrolled in the program are not required to complete orientation activities after their first child is enrolled, but are welcomed to attend live activities or participate in online activities during the year of siblings enrollment if desired.

Initial Enrollment Procedures for Families Without Currently Enrolled Siblings

- Initial Spanish Immersion enrollment applications (families new to the program) for first grade are accepted online once a year, usually in April through May. The date for application submission deadline, and the live lottery to select students for the program are posted on the district website and can also be found on the district calendar.
- In order to meet Parent/Guardian orientation requirements for the enrollment process, each of the following must be completed:
 1. Attend a live Parent/Guardian Information Session **-OR -**
View a recorded version of the Parent/Guardian Information Session online.
 2. Participate in Spanish Immersion Classroom Visits **-OR-**
View at least 2 recorded Spanish Immersion lessons online.
 3. View at least 3 recorded interviews with Spanish Immersion Teachers, Parents, and Students online.
 4. Read Policy ____ – **OR-**
Read the Summary of the Enrollment Procedures (AR)
- Parents/guardians who are interested in the program should email _____ after the Parent/Guardian Information Session for a code to enter the online course in order to access recorded and printed materials.
- After completing the prerequisite orientation activities, parents/guardians will submit a signed agreement form indicating that they have completed the orientation activities and agree to the expectations of the program. This form is available on the district website at _____.
- After submitting the agreement form/commitment to the program, parents/guardians will complete an on-line registration form for their (current) incoming first grade

child(ren) to be placed into the lottery. The form is to be completed, one per child, and submitted electronically by the published deadline by a parent/guardian.

- The live general lottery will be held at _____ with a time and date to be announced on the website.
 - Families will be listed for the lottery based upon the order in which they submitted the online registration for the lottery. This list (Last name, first initial) will be available during the live general lottery process. Multiple children (twins, triplets, etc.) will be listed under the family last name once for the lottery, but each will be counted toward the total slots available.
 - A computerized List Randomizer program (such as <https://www.random.org/lists/>) will determine the order in which students will be selected for enrollment and for the wait list. The process of randomly selecting names will occur live during the live general lottery. The process will be digitally displayed during the live process.
 - Since enrollment is limited to 29, families with multiple children (twins, triplets, etc.) while selected randomly as a family, each child will be counted until the maximum of 29 is met. If the last eligible family selected has multiple children, enrollment will be capped at 29 and additional children will be placed first on the wait list. Parents/guardians will choose the order of their children to be enrolled. The same process will be used for children ordered on the wait list.
 - A parent/guardian or a family representative (18 years or older) may attend the live general lottery, but do not need to be present for their child(ren) to be enrolled.
 - NO CHILDREN may attend the live general lottery.
- After the lottery process, all families will receive a letter from the program/building Principal confirming enrollment of their child to the Spanish Immersion Program or their order on the wait list for the upcoming school year.
- Except for transfer students meeting requirements set forth below, no students will be enrolled after second grade.
- A student may be enrolled after second grade only if the student is transferring into the School District and can show evidence of enrollment in a public or private school Spanish Immersion program in the school from which the student is transferring; and the student's admission will not cause class enrollment to exceed 29 students.

Enrollment Procedures if less than 29 Students are Initially Enrolled

In the event that less than 29 siblings and new students are enrolled during the initial procedures as outlined above, there shall be no lottery and any newly interested families will follow these steps for enrollment:

- Any interested Parent/Guardian shall contact the _____ for instructions.
- Parents/guardians will be instructed to complete the online registration form first and then to enroll in the online Parent/Guardian Orientation Course.
- Students will be enrolled on a first come first serve basis – BUT parents/guardians must complete all activities in the online course within a one-week period after registering online. If parents/guardians do not complete the online work in one week, the student's name will go to the bottom of the list of newly interested families.

Students will continue to be enrolled in this manner until the 29 maximum enrollment quota is filled, after which a wait list will be established.

Saucon Valley School District

Policy

Title – ___ Spanish Language Immersion Program

Section – Programs

Adopted – _____

Revised –

Content

Purpose –

The Board recognizes the value of students' ability to become bi-lingual in order to bridge the gap between cultures, contribute to international diplomacy, and successfully engage in future international business or in careers requiring such skills. It has been well documented that children learn foreign languages more easily at an early age than later in life. Foreign language immersion has demonstrated improved understanding of one's native language, enhanced intellectual growth, creation of more flexible thinkers and better listeners, enhanced understanding of other cultures, a head start in higher education language requirements, and increased job opportunities. As the demographics of the United States continue to change, fluency in Spanish becomes an even greater competency for success. To that end, the Board supports the Spanish Immersion program and successful means for students to become fluent in Spanish along with their native language of English.

Definitions

Spanish Immersion program or “the program” - for purposes of this policy, a series of planned instruction presented in the Spanish language beginning in first grade and continuing through fifth grade. Beginning in sixth grade, students will continue to have opportunities for core content courses taught in Spanish or in advanced Spanish language instruction.

Live lottery process – a meeting, open to parents/guardians of students registered for the Spanish Immersion program, held in a Saucon Valley School District school where student names are randomly selected to identify the order in which students are eligible for enrollment in the program.

Guidelines

Eligibility – Students must be district residents pursuant to law and Board policy and registered with the district to be eligible for participation in the program.

Enrollment of Students – The District shall accept online applications for the program for rising first graders once a year, usually several months before the end of the preceding school year (kindergarten). The date for application submission deadline, and the live lottery to select students for the program are posted on the district website and can also be found on the district calendar. Spanish Immersion enrollment application forms for the upcoming school year will be made available online through the district website. The form is to be completed, one per child, and submitted electronically by the published deadline by the parent/guardian. Submitted online application forms will be confirmed as received by the district to ensure inclusion in the lottery.

Computer kiosks are available for parents/guardians in the district office if needed.

Enrollment in the Spanish Immersion program is limited to 29 students for each grade. Once a student has enrolled in the program, that student's siblings will be given preference for enrollment. Sibling preference will be limited to no more than 14 students in a given school year. Parents/guardians of siblings interested in enrolling in the program must submit an application form online by March 1. If siblings interested in enrollment exceed 14, a live lottery will be held for sibling enrollment prior to the general live lottery process. Any sibling not selected in the sibling lottery will be placed in the general lottery.

The remaining open slots available after siblings have been enrolled will be selected through a general live lottery. In order to be eligible for the lottery selection process, parents/guardians of interested children must:

1. meet orientation requirements,
2. submit a signed program commitment agreement, and
3. submit an online application form by the published deadline.

Orientation requirements will include a variety of activities designed to ensure that parents/guardians understand the rigor of the program and the parental commitment required for student success. These activities will include both face-to-face and online/recorded

1. Parent/guardian information sessions;
2. classroom visitations;
3. teacher, parent/guardian, and student sharing/discussions;
4. FAQs, and question/answer sessions.

Activities will be designed to meet a variety of scheduling needs of parents/guardians and will allow for options to meet the requirement. Options and dates/location of live meetings and directions for accessing online recorded resources will be posted on the district website.

A student's parent/guardian or adult family representative (18 years or older) may attend the lottery. The location and time for the lottery will be posted on the district website and district calendar and will be emailed to the parent/guardian of each eligible

student when the student's program application is confirmed as received and the parent/guardian has meet orientation requirements and submitted the signed program commitment agreement.

Parents/guardians of the twenty-nine (29) students who meet the eligibility requirements will be issued a letter confirming that a seat for their child is being held in the first grade Spanish Immersion class for the following school year. The remaining students will be placed on a waiting list in the order that they were selected during the lottery process and will be notified in that order if seats become available.

Except for transfer students meeting requirements set forth below, no students will be enrolled after second grade.

A student may be enrolled after second grade only if the student is transferring into the District and can show evidence of enrollment in a public or private school Spanish Immersion program in the school from which the student is transferring, and the student's admission will not cause class enrollment to exceed 29 students.

Delegation of Responsibility

The Superintendent or designee shall develop administration regulations for the implementation of this policy.

Legal References

24 P.S. 510

24 P.S. 1302

22 PA Code 11.19

24 P.S. 2561

22 PA Code 11.11

Pol. 200