

Professional Working Group Recommendations English Learners

September 4, 2018 – Education Committee

Working Group:

Ensuring Access and Engagement for Students/Parents who are English Learners (ELs)

- History
- Working Group Meetings
- Recommendations
- Proposed Timeline and Next Steps

Demographics

As of August 17, 2018, there are:

- 1,098 English Learners (ELs) in PPS
- 2,180 students who speak a language other than English
- 87 ELs with an IEP
- 226 students who speak a language other than English and have an IEP

English Learners (EL) – Working Group

How was the Working Group created?

- Working Group was created as a result of a private student settlement negotiated between PPS and an English Learners (EL) student and parent represented by the Education Law Center (ELC)

EL – Working Group Purpose

Purpose:

- PPS committed to convene District and community representatives to discuss and address policies, procedures and standards for ensuring that English Learner parents of students with disabilities have meaningful access to information about their child's educational program.

Goal:

- Written document with recommendations to the District for enhancing services to students/parents who are English Learners, with particular focus on access to special education.



Working Group Participants

District Personnel

- Amy Filipowski, PSE Executive Director*
- Jonathan Covel, ESL Director
- Amira Wolfson, PSE Program Officer
- Isaac Tarbell, Psychological Services
- Kathy Barry, Psychological Services
- Yoli Pinizzotto, ESL Coordinator*
- Darling Garcia, ESL Translation Manager
- Dara Ware Allen, Assistant Superintendent-Student Services*
- John O'Connell, Student Services*
- Kimberly Safran, Brashear Principal
- Ruthie Rea, Arsenal PreK-5 Principal
- Aimee Zundel, Law Department
- Annemarie Harr, Law Department

** asterisk denotes former staff title*

Community Group Representatives

- Nancy Hublely, ELC
- Jackie Perlow, ELC
- Cindy Duch, PEAL Center
- Judy Berkowitz, Jewish Family & Children's Service (JFCS) Consultant
- Rosamaria Cristello, Latino Family Center
- Bishnu Timsina, Bhutanese Community Assoc. of Pittsburgh and JFCS
- Jeni Hergenreder, Disability Rights PA
- Kristen Tsapis, Community Member

EL – Working Group Meetings

Meeting Dates

September 27, 2016 – Initial Meeting

November 15, 2016

March 20, 2017

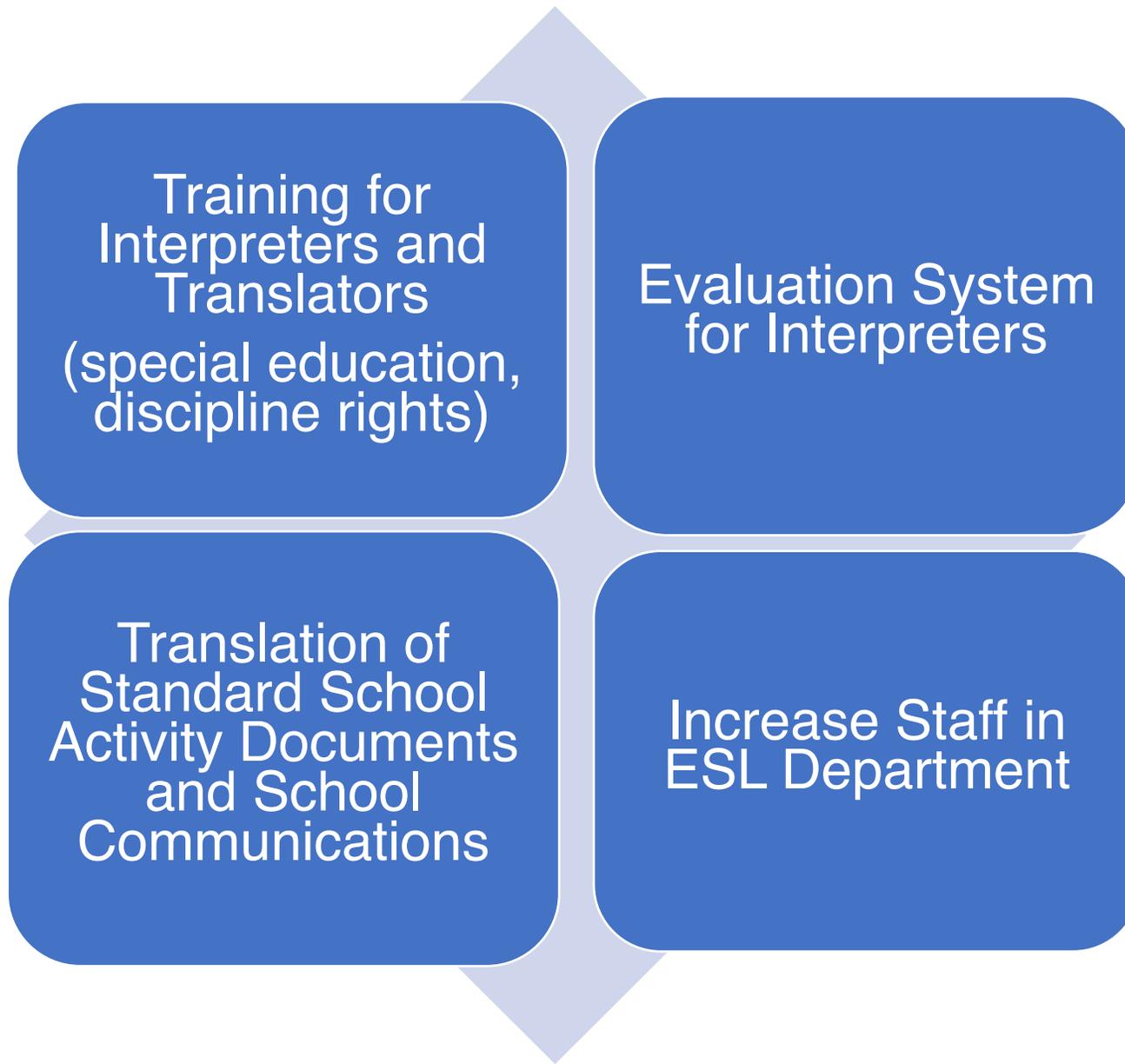
May 16, 2017

February 1, 2018 – Focused Meeting; PPS/ELC

EL Professional Working Group: Recommendations

Recommendation 1:

Foster effective general communications between English Learner parents and schools.



Expect great things.

Translation/Interpretation Services

- **2,508** requests for translation/interpretation (these include the robocall requests from the Director of Communication at the board)
- **165** requests for translation of special education documents, these include PTE, NOREP, Progress Reports and Procedural Safeguard Notice and letters.
- **56** IEPs translated
- **88** IEP meetings with interpreters (K-12)
- **69** Early Intervention IEP meetings with interpreters
- **3** most commonly requested languages: **Spanish**, **Arabic** and **Swahili**.

Recommended Timelines: Common School Needs

Requested Need	Return Time from ESL Department
Non-emergency phone calls to families	48-72 Hours
1-3-page document	Three Weeks
Interpreter for meeting or other event	Two Weeks

Recommended Timelines: Common PSE Needs

Requested Need	Return Time from ESL Department
IEP at a Glance	Three Weeks
IEP (Individualized Education Plan)	Three Months
Permission to Evaluate (PTE)	Five Days
1-3-page PSE document	Three Weeks

Additional District Supports Provided

Since the 2016-2017 school year, the ESL department has grown to include:

- Translation and Interpretation Manager
- K-5 ESL Instructional Specialist
- 6-8 ESL Instructional Specialist

Beginning in the 2017-18 school year, all bilingual ESL paraprofessionals spend one day a week in central office providing district level interpretation and translation support.

EL Professional Working Group: Recommendations

Recommendation 2

Increase training and engagement opportunities for EL Parents and Families, as well as professional development opportunities for District staff on the rights of EL Students and EL Parents.

Recommendation 2a

Training opportunities for EL Parents/Families

Recommendation 2b

Training opportunities for District staff

Digital Warehouse of
Parent/Family Training
Topics

Collaborate with
Community Resources
(PEAL, ELC, Jewish
Family Community
Services)

Staff Training on
Serving EL Students to
be Embedded into
Departmental
Professional
Development

Human Resources
Induction Program to
Provide Information
Regarding Services to
EL Students and
Families

EL Professional Working Group: Recommendations

Recommendation 3

Improve structures in place to foster meaningful parental participation of EL parents/families in the District's special education processes.

Adopt Board Policy or AR Setting Forth Non-Discriminatory Special Education Evaluation Process for ELs

One-Page Translated Summaries of Special Education Documents

Language Preference Form to Indicate Mode, Mean and Preferred Language

Consistent Translation of IEP-at-a-Glance and Other Special Education Documents

EL Professional Working Group: Recommendations

Recommendation 4

Increase collaborations inside the District and in the broader community to support the rights of EL families and EL students.

Review and Add Provisions around Equitable Services to ELs in Out-of-School Time Contracts

Increase Staff Knowledge of Services Available to ELs in the Community

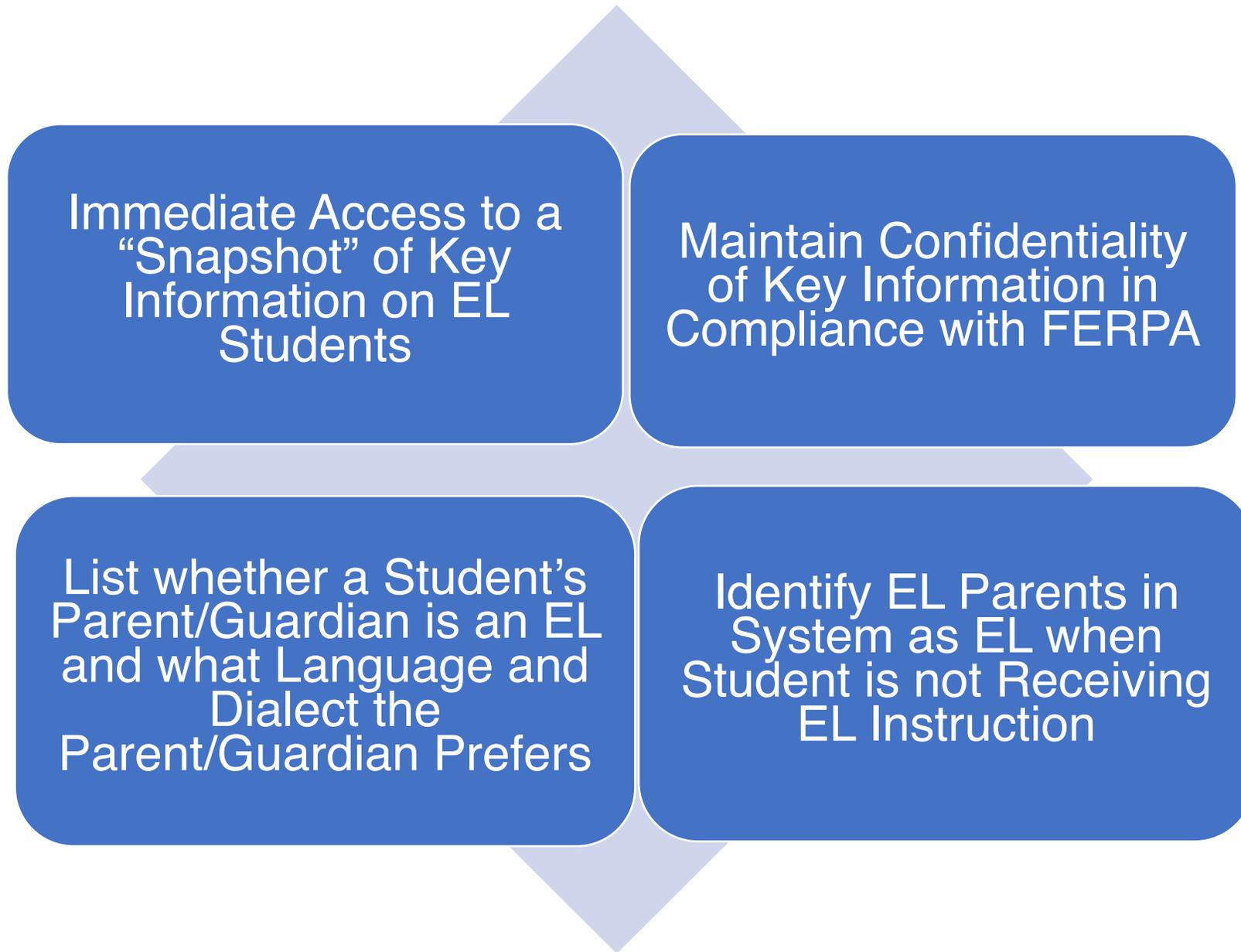
Partner with Outside Agencies Serving ELs in the Community

Translate and Post Use of School Facilities Policy into Top 5 High Incidence Non-English Languages

EL Professional Working Group: Recommendations

Recommendation 5

Enhance capability of District IT Systems to provide schools with immediate access to information needed to serve EL families.



EL Professional Working Group: Recommendations

Recommendation 6

The District will maintain, monitor, and periodically assess the Recommendations set forth herein, while assuring that proper policies and procedures are adopted and maintained to ensure the commitments are put into place.

EL Working Group: Next Steps

Date	Action
September 5, 2018	Present to Board Education Committee
October 24, 2018	Board Action → Resolution proposing acknowledgement of the EL Professional Working Group Recommendations
Ongoing	Discuss structures and resources necessary to implement Recommendations



Discussion / Questions