

Division of Specialized Instruction and Student Support Bilingual Special Education (BSE) Programs Family Resource Guide

BILINGUAL SPECIAL EDUCATION (BSE) PROGRAMS

Bilingual Special Education (BSE) provides a specialized program for students whose Individualized Education Program (IEP) recommends an integrated co-teaching (ICT) or special class with a language of instruction other than English. BSE is recommended on an individual basis by the student's IEP team, which includes the parents. BSE is a specialized program because it is not offered in every District 1-32 school. Students may need to transfer schools in order to receive their IEP recommended BSE program.

Bilingual ICT and bilingual special class (12:1, 12:1:1, or 15:1) programs are intended to support English Language Learners (ELLs) who would benefit from culturally and linguistically responsive and relevant instruction that addresses their cognitive, academic and linguistic needs. BSE programs provide an opportunity to learn academic skills in a district school while receiving the native language support necessary to experience success.

BSE STUDENT PROFILE

Classification:

- Students must be eligible for one of the 13 disability classifications as defined by the New York State Education Department's Regulations of the Commissioner of Education: Part 200; Students with Disabilities.

IEP Program Recommendation:

- A language other than English must be selected on the Recommended Special Education Programs/Services page of the student's IEP.

BSE PROGRAM FEATURES

Dual Language (DL):

- Serves *both* ELLs and English-proficient students, who function as role models for each other and whose interactions support skill development in both languages.
- Dual Language programs are designed to continue developing the student's home language, as well as English language skills. Students receive half of their instruction in English and half of their instruction in the target (or non-English) language.
- The goal of this program is for students to be able to read, write, and speak in both English and in their home language.

Transitional Bilingual Education (TBE):

Serves only ELLs.

- TBE Programs are designed to support students in developing English language skills over time. Students begin to transfer skills in their home language to English by spending instructional time primarily in their home language before steadily transitioning to English. In the beginning stages of English language development, about 60 percent of instructional time will take place in the student's native language and 40 percent in English. As students develop fluency in English, instructional time in English increases.

Integrated Co-Teaching (ICT):

- An ICT classroom includes students with disabilities and students who are non-disabled who are educated together with a general education teacher and a special education teacher. The teachers work together and collaborate through the day to adapt and modify instruction for your child and make sure

the entire class has access to the general education curriculum. The number of students with disabilities may not exceed 40% of the total class register or a maximum of twelve students with disabilities in an ICT class.

Special Class (SC):

- A special class provides children with disabilities a self-contained classroom, a smaller setting, where the maximum class size is reduced to 12 or 15 students. They serve children whose needs cannot be met within the general education classroom. In self-contained special classes, students must be grouped by similarity of educational needs. Classes may contain students with the same disability or with different disabilities as long as they have similar levels of academic and learning characteristics, levels of social development, levels of physical development and management needs.

CURRICULUM AND INSTRUCTION

BSE programs follow the Common Core Learning Standards (CCLS). Dual Language and Transitional Bilingual Education programs provide students with an academically rigorous curriculum in two languages, enabling ELLs to meet or exceed the rigor set in the Common Core. The Bilingual Common Core Initiative is a guide for how Bilingual, English as a New Language (ENL) and teachers of Languages other than English (LOTE) can provide instruction that makes the Common Core standards accessible to students at various language proficiency and literacy levels. The NYS Bilingual Common Core Initiative has created two sets of resources, the New Language Arts Progressions and the Home Language Arts Progressions. For more information please speak with your program school and refer to the New York State Department of Education website, [Bilingual Education and English as a New Language](#).

BILINGUAL SPECIAL EDUCATION (BSE) INQUIRY PROCESS

BSE programs are IEP-driven. In other words, as long as an ICT or special class program is recommended with a language of instruction other than English, the student is eligible for placement in a BSE program.

Inquiry:

- Once an IEP has been finalized with bilingual ICT or bilingual special class, the IEP Team will contact the Central BSE Programs Team to facilitate placement.
 - Families and schools may contact the Central BSE Programs Team at any time during the year to submit an inquiry or ask a question by emailing BSEprograms@schools.nyc.gov.
 - Students entering kindergarten in September ("Turning 5") are offered placement by the Office of Student Enrollment with the assistance of the Central BSE Programs Team beginning in March or April of the prior school year.

Acknowledgment by Central BSE Programs Team

- If you email the Central BSE Programs Team, you will receive an email acknowledging your inquiry.
- If you submit an inquiry for your child, the Central BSE Programs Team will notify your child's school or district CSE to let them know that you are interested in Bilingual Special Education.

Initial Review:

The Central BSE Programs Team reviews the student's IEP to confirm that it recommends a bilingual ICT or special class program. In addition, the team confirms the student's address in order to identify the closest BSE program with available seats to the student's home.

School Placement:

- If the Central BSE Programs Team is able to offer placement in a Bilingual special education program that is at a reasonable distance from the student's home and has available seats, you will receive a School Location Letter (SLL) providing an identified school with an available seat in the BSE Program. The BSE Program may be in a school other than your local district school. If the school is not near your home, your child is entitled to transportation.
- If the BSE Team cannot identify an available bilingual class for the student, the student should be supported by a bilingual Alternate Placement Paraprofessional in a monolingual (English) ICT or special class while the Central BSE Programs Team continues to look for an available bilingual special education program. Additionally, the student should continue to receive English as a New Language (ENL) services.

Visiting and Admission:

The School Location Letter (SLL) will contain the name of the contact person and the address of the school with a BSE program. Please call the school to make an appointment for a visit. After visiting the school, contact the IEP Team at the school your child currently attends to inform them whether you are accepting or declining the BSE program offer.

Registering at New School:

If you accept the BSE placement offer, please take the School Location Letter (SLL) along with a copy of your child's birth certificate, and two proofs of your address to register your child at the BSE Program school. (Visit the [DOE website](#)¹ for details on "What to Bring" for registration).

We look forward to providing your child with bilingual special education services that address his or her cognitive, academic and linguistic needs. For more information regarding Bilingual Special Education please refer to our website: [Specialized Programs](#).

- <https://www.schools.nyc.gov/enrollment/enrollment-help/new-students>
- <https://www.schools.nyc.gov/learning/special-education/school-settings/district-schools>