



**Department of
Education**

Dennis M. Walcott, Chancellor



2011-2012 COMPREHENSIVE EDUCATIONAL PLAN (CEP)

SCHOOL NAME : P.S.. 132

DBN (DISTRICT/ BOROUGH/ NUMBER I.E. 01M000): 14K132

PRINCIPAL: BETH LUBECK

EMAIL: BLUBECK@SCHOOLS.NYC.GOV

SUPERINTENDENT: JAMES QUAIL

SCHOOL LEADERSHIP TEAM (SLT) SIGNATURE PAGE

Use this page to identify SLT members and confirm their participation in the development of this Comprehensive Educational Plan (CEP), which includes goals and action plans, a summary of Academic Intervention Services, and the Parent Involvement Policy. The signatures of SLT members indicate their participation in the development of the CEP and serve as confirmation that consultation has occurred to align funding in support of educational programs. The SLT must include an equal number of parents and staff and have a minimum of 10 and a maximum of 17 members, in accordance with the Chancellor’s Regulation A-655, available on the [NYC DOE Web site](#).

Directions:

1. List each SLT member in the left-hand column on the chart below. Specify any position held by the team member, e.g., Chairperson, SLT Secretary and the constituent group represented, e.g., parent, staff, student, or CBO. Core mandatory SLT members are indicated by an asterisk*.
2. Ensure that SLT members review this document and sign in the right-hand column in blue ink. If an SLT member does not wish to sign this plan, he/she may attach a written explanation in lieu of his/her signature.
3. Add rows as needed to ensure that all SLT members are listed.
4. The original copy, along with any written communications pertaining to this page, is to remain on file in the principal’s office and be made available upon written request.

Name	Position and Constituent Group Represented	Signature
Beth Lubeck	*Principal or Designee	
Christine Caraballo	*UFT Chapter Leader or Designee	
Anthony DeFrancisco	*PA/PTA President or Designated Co-President	
	DC 37 Representative, if applicable	
	Student Representative (<i>optional for elementary and middle schools; a minimum of two members required for high schools</i>)	
	CBO Representative, if applicable	
Stephanie Korotz	Member/Assistant Principal	
Mina Dye	Member/Technology Teacher	
Donna Maio	Member/Teacher	
Leslye Leanness	Member/Parent	
Will Croxton	Member/Parent	
Nathan Crocker	Member/Parent	
Natalie Moore	Member/Parent	
Renee Penegor	Member/Parent	
Beatrice Vazquez	Member/Guidance Counselor	

DIRECTIONS AND GUIDANCE FOR COMPLETING THE ANNUAL GOALS AND ACTION PLAN SECTION

The CEP goal-setting process serves both to support the identification and implementation of school-wide goals as well as to document how your school is meeting Federal, State, and City regulations.

As a result of principal feedback on this process, the CEP has been significantly streamlined to reduce the amount of time spent fulfilling requirements and to allow schools to focus on goal-setting and instructional priorities. The goal and action plan section, contained on pages 4 through 8 of this template, now serves as the central work of the CEP process and reflects a consolidation of numerous CEP requirements from prior years.

Below you will find guidance on documenting annual goals and action plans.

WHICH SCHOOLS NEED TO COMPLETE THIS?

- All schools should identify and submit annual goals and action plans in consultation with their School Leadership Team.

HOW DO CEP GOALS RELATE TO GOALS SET FOR THE PRINCIPAL PERFORMANCE REVIEW (PPR)?

- CEP goals are generally intended to guide school-wide planning and development. CEP goals may be adapted from goals set by the principal for the Principal Performance Review (PPR) if they are appropriate for use as school-wide goals.

HOW SHOULD A SCHOOL DEVELOP ITS GOALS AND ACTION PLANS?

- Your school should identify a minimum of three and a maximum of five annual goals.
- Goals should be “SMART” - specific, measurable, achievable, realistic, and time-bound.
- Goal development should be based on an assessment of your school’s needs.
- Your school should demonstrate the use of both qualitative and quantitative data in providing the rationale for each goal. Cite sources that contributed to the rationale, such as the Progress Report, Quality Review, School Survey, State Differentiated Accountability report (SQR, ESCA, or JIT), state and school assessment results, attendance records, inquiry team work, etc.
- Each goal and action plan requires your school to cite the strategies and activities in your Parent Involvement Policy (PIP) that will be implemented to achieve the goal identified. The PIP template is provided on pages 11 through 15. Your school is encouraged to use the template as it is provided, or align it in accordance with your school’s goals, or replace it entirely with a Parent Involvement Policy created by your school that meets federal requirements. You may use or amend relevant sections of your PIP directly to respond to the parental involvement section of each goal and action plan.
- Schools designated as Improvement, Corrective Action, Restructuring, and/or PLA/SURR by the New York State Education Department must identify a goal and complete an action plan related to improving student outcomes for the specific subject area and subgroups identified for improvement. For each subject area identified, a goal and action plan is required.

ANNUAL GOAL #1 AND ACTION PLAN

Use this template to identify an annual goal. Respond to each section to indicate strategies and activities in support of accomplishing this goal.

Annual Goal #1

- Describe a goal you have identified for the year. Refer to the directions and guidance for assistance in developing your goals.
To improve student progress in the area of Literacy

Comprehensive needs assessment

- Describe the identified need that generated this goal. The needs assessment should encompass the entire school and be based on the performance of students in relation to State academic content and student achievement standards.

The 2011 Progress Report showed that we received an F in student progress. Therefore, we launched the school year by administering a mock ELA exam to grades 2-5 and ECLAS II to grades Kindergarten – 2. After the teachers scored these assessments and inputted the data onto a spreadsheet, the administration analyzed the results and it was apparent that an action plan had to be put into place in an effort to ensure every child makes progress throughout the school year.

Instructional strategies/activities

- Describe the research-based instructional strategies and activities that will be used to achieve this goal. Include descriptions of the following in your response:
 - a) strategies/activities that encompass the needs of identified student subgroups,
 - b) staff and other resources used to implement these strategies/activities,
 - c) steps taken to include teachers in the decision-making regarding the use of academic assessments to evaluate the effectiveness of the strategies/activities,
 - d) timeline for implementation.

In an effort to ensure that all students at P.S. 132 make progress in the area of literacy, the following action plan has been implemented.

ELA assessments that mirror the state ELA exam will be administered monthly. These assessments will focus on multiple choice questions honing in upon reading comprehension skills. Classroom teachers will review the assessment thoroughly for the week following the practice exam. When reviewing the assessment, classroom teachers will utilize overhead transparencies to review the passage and questions. Students will have their test books and answer keys with them during review. Classroom teachers will pace out the review so they are covering 2-3 passages a day. This review will take place in the morning immediately after morning work. This is an effort to ensure all students are focused. Each passage will be read aloud with the class and each question will be reviewed as well. Students will be taught test sophistication strategies during this review such as: reading directions clearly, discussing type of question being asked, using the process of elimination when reviewing answer choices, and going back in the story to underline important information. The test will be sent home to the parents by the end of the week. Parents will be aware that they are to sign and return the test the following school day. Teachers will be responsible for completing and submitting a spreadsheet each exam to the administration. Short term goals will be established for each student. Action plans will be created based upon the close examination of item skills analysis. Small strategy groups will be created based upon this data. In addition, parents will receive reports detailing their child's strengths and weaknesses.

Academic Intervention Service providers, including our Academic Coach will begin their ELA Team Teaching Lessons in October. Our Academic Intervention Service providers will begin their work focusing on the ELA Exam-Part 2 Listening, Note Taking, Short Responses and Graphic Organizers in Grades 3-5. In the lower grades, the AIS teachers will utilize the Treasures Literacy Program and the Math in Focus intervention kits to reinforce the areas students are showing weakness in. Academic Intervention Service Periods will be co-teaching periods. Classroom teachers will be actively involved in teaching alongside their Academic

Intervention Service provider. It is the responsibility of the AIS provider to provide the materials that will be co-taught, such as the listening passages and writing responses. This will be done in an effort to have classroom teachers prepared for the week's AIS Lesson. Lessons will be reviewed the following week. Exemplary Papers will be shared with students so they understand the ELA Scoring Rubric. During Test Preparation Prep Periods, AIS Providers will be working on short responses, extended responses and grammar. Exemplary papers and rubrics will be used to model samples for the students. Three times a year, a complete Mock ELA exam will be administered which will measure student performance on multiple choice questions, short responses and extended responses. The results for these exams will be tracked as well using a spreadsheet. To further support our students an after school ELA program will launch in January 2012 for all students not demonstrating significant gains on ELA practice exams. All students will be invited to join a Saturday Academy in an effort to further sophisticate their test taking skills.

Monthly spreadsheets will be used to track student progress on practice exams. Short term goals will be tracked and recorded in teacher assessment binders. Weekly congruence meetings will be used to have conversations with teachers and AIS providers and the administration regarding student progress.

Strategies to increase parental involvement

- Cite the strategies and activities in your school's Title I Parent Involvement Policy (PIP) that will be implemented to achieve this goal. The PIP template is provided on pages 11 through 15 in this CEP.

In an effort to increase parental involvement, we will conduct a Parent University on a monthly basis to assist in the following areas; homework help, Common Core State Standards, ELA & Mathematics instruction support & preparing for the NYS Exams. In addition, parents will receive a monthly progress report that will inform parents of their child's raw score and/ or reading level. In addition, the progress report will also include the areas students are showing progress in and the areas of weakness. Parents are also provided with their ARIS link id and password so that they can continue to keep track of their students' achievement scores. During parent teacher conferences in the fall, parents in grades 3-5 were given the Acuity website in an effort to have them work their child in the areas of ELA & Mathematics.

Strategies for attracting Highly Qualified Teachers (HQT)

- Describe the strategies and activities that will be used to attract Highly Qualified Teachers, as defined by NCLB, or to ensure that current staff become highly qualified, in order to achieve this goal.
100% of our staff is highly qualified.

Service and program coordination

- Describe how Federal, State and local services, including programs supported under NCLB (i.e., violence prevention programs, nutrition programs, housing programs, Head Start) are being coordinated with the instructional strategies/activities to achieve this goal.
N/A

Budget and resources alignment

- Describe the fiscal and human resources that will be used to achieve this goal, referencing specific FY'12 PS and OTPS budget categories (i.e., Title I, FSF, Title IIA, Title III, etc.) that will support the actions/strategies/activities described in this action plan.

Title 1 funding will be used to support our AIS program. Title 1 10% set aside will be used to fund our Academic Coach. Title I 1% parental involvement set aside will be utilized to fund the refreshments for the parent workshops.

The McGraw-Hill Treasures program purchased for Kindergarten & Grade 2 was purchased using tax levy money. In addition, the Math in Focus program was

purchased using NYSTL money. All test preparation materials was purchased through tax level money. Common Core Standards and Strategies Flip Chart published by Mentoring Minds was purchased for all teachers and was purchased using TL monies.

ANNUAL GOAL #2 AND ACTION PLAN

Use this template to identify an annual goal. Respond to each section to indicate strategies and activities in support of accomplishing this goal.

Annual Goal #2

- Describe a goal you have identified for the year. Refer to the directions and guidance for assistance in developing your goals. To enhance teacher performance through a rigorous observation process.

Comprehensive needs assessment

- Describe the identified need that generated this goal. The needs assessment should encompass the entire school and be based on the performance of students in relation to State academic content and student achievement standards.

Based on the 2011 Progress Report, we received an F in student progress, therefore the administration felt it was extremely important to carefully examine classroom instruction. In addition, we launched the school year by reviewing the Common Core State Standards with the teachers and we explained the importance of the integration of the CCSS into all curriculum. Since the implementation of the CCSS is a new component to the delivery of instruction, the administration felt it was vitally important to work hand and hand with classroom teachers.

Instructional strategies/activities

- Describe the research-based instructional strategies and activities that will be used to achieve this goal. Include descriptions of the following in your response:
 - a) strategies/activities that encompass the needs of identified student subgroups,
 - b) staff and other resources used to implement these strategies/activities,
 - c) steps taken to include teachers in the decision-making regarding the use of academic assessments to evaluate the effectiveness of the strategies/activities,
 - d) timeline for implementation.

The administration will conduct daily walk throughs that will consist of 15- 20 minute instructional snapshots. Feedback will be disseminated to staff members in written form. Snapshot reports will not only include facts regarding the informal observation but also include wonderings that teachers are expected to reflect upon and gather evidence which will further develop their instruction. Teachers will then meet with administrator to discuss plans for improving upon instruction. Members of the administrative team will revisit classrooms after conversations regarding the initial snapshots take place. Teachers and administration will plan next steps as they reflect upon what practices were developed and/or revised. Once practices have been refined, best practices will be shared with grade teams. Teacher performance will be measured using a rubric modeled after Charlotte Danielson's Framework for Teaching, Domain 1: Planning and Preparation, Component 1e: Designing Coherent Instruction Rubric.

Distinguished teachers that arise from these informal snapshots will become in-house professional developers for our school. A professional development calendar will be created based upon the findings of the informal observations. The series of professional development workshops will assist the administration in imparting

higher instructional expectations and standards for all staff members. In turn, an improvement in student outcomes will be noted. In addition, these educators will conduct workshops as part of our Parent University. This will be done in an effort to make parents our partners in raising the bar for our students.

Observational reports and evidence will be gathered throughout the year. Revision of curriculum maps will occur in accord with the findings of the informal snapshots. Lessons will clearly scaffold learning and meet the needs of the diverse learners. Learning activities will infuse the Common Core Standards and will incorporate high level critical thinking skills. At the end of each unit of study, students will be expected to engage in performance tasks that require them to take initiative and make choices and demonstrate knowledge.

Strategies to increase parental involvement

- Cite the strategies and activities in your school's Title I Parent Involvement Policy (PIP) that will be implemented to achieve this goal. The PIP template is provided on pages 11 through 15 in this CEP.

A Parent University will be conducted for all parents to introduce the Common Core Standards. During SLT & PTA meetings, parents were informed that the administration has been conducting daily walk-throughs, snap shots & informal observations, in an effort to enhance teacher performance.

Strategies for attracting Highly Qualified Teachers (HQT)

- Describe the strategies and activities that will be used to attract Highly Qualified Teachers, as defined by NCLB, or to ensure that current staff become highly qualified, in order to achieve this goal.
100% of our staff is highly qualified.

Service and program coordination

- Describe how Federal, State and local services, including programs supported under NCLB (i.e., violence prevention programs, nutrition programs, housing programs, Head Start) are being coordinated with the instructional strategies/activities to achieve this goal.
Our academic coach, funded by Title 1 10% set aside, will work collaboratively with teachers to assist with the integration of the Common Core Standards into the curriculum. In addition, the academic coach will mentor our newly hired teachers, as well as teachers who are up for tenure. Following the administration's walk throughs, snap-shots and/or classroom observations, Ms. Napoli will provide instructional support to the teachers who need assistance.

Budget and resources alignment

- Describe the fiscal and human resources that will be used to achieve this goal, referencing specific FY'12 PS and OTPS budget categories (i.e., Title I, FSF, Title IIA, Title III, etc.) that will support the actions/strategies/activities described in this action plan.
Title 1 10% set aside will be used to fund our Academic Coach. Title I 1% parental involvement set aside will be utilized to fund the refreshments for the parent workshops. Common Core Standards and Strategies Flip Chart published by Mentoring Minds was purchased for all teachers and was purchased using TL monies.

ANNUAL GOAL #3 AND ACTION PLAN

Use this template to identify an annual goal. Respond to each section to indicate strategies and activities in support of accomplishing this goal.

Annual Goal #3

- Describe a goal you have identified for the year. Refer to the directions and guidance for assistance in developing your goals.

To improve the academic rigor of all students through the implementation of Literacy tasks that are aligned to the Common Core Learning Standards.

Comprehensive needs assessment

- Describe the identified need that generated this goal. The needs assessment should encompass the entire school and be based on the performance of students in relation to State academic content and student achievement standards.

After a careful review of the student portfolios in June 2011, it was apparent that we needed to raise the quality of student work in the area of Literacy. After reviewing the Common Core State Standards in the area of Literacy, it was evident that we needed to revise the performance tasks that we were presenting to our students at the end of each unit of study.

Instructional strategies/activities

- Describe the research-based instructional strategies and activities that will be used to achieve this goal. Include descriptions of the following in your response:
 - a) strategies/activities that encompass the needs of identified student subgroups,
 - b) staff and other resources used to implement these strategies/activities,
 - c) steps taken to include teachers in the decision-making regarding the use of academic assessments to evaluate the effectiveness of the strategies/activities,
 - d) timeline for implementation.

All teachers will create curriculum maps that align their lessons with the Common Core Standards in the areas of ELA. During common preparation periods, grade teams will match existing lesson plans and learning activities to the common core standards where connections are found. They will identify resources, such as programs, materials, services and individuals to support instructional delivery of the new standards where no connections are found. This rigorous review of lessons/curriculum will lead to the creation of Units of Study in ELA. All lessons included in the Units of Study will include a Unit Outline, the Universal Design for Learning Principals, Instructional Supports, Rubrics, Performance Tasks and Annotated Student Work.

Teachers will submit unit of study lesson plans to the administration. These plans will include exemplary pieces, as well as a rubric specific to the unit of study aligned with the Common Core Standards. This rubric and exemplary pieces will help teachers launch each unit. Teachers will launch each unit of study by presenting each rubric, along with an exemplary student product, to ensure students will understand what is expected of them as readers, writers, and mathematicians before engaging in the process. Throughout the unit, teachers will guide students through conferencing and small strategy groups to assist them in producing a high quality product. Teachers will use important conference notes to help drive instruction. It is expected that teachers understand that their lessons might divert from the plans submitted and new lessons should be infused based upon students' strengths and vulnerabilities. Such rich and thoughtful work will lead to a collection of well developed lesson plans which will be compiled into rigorous teacher created ELA curriculum.

In an effort to raise teacher expectations, during grade meetings teachers and administrators will examine authentic pieces of student work and grade them according to the genre specific rubrics and/or concept specific rubrics. Teachers will score pieces and together discuss their findings. Through this process, teachers will create a standardized practice of measuring student performance in the area of ELA.

Teacher feedback is crucial in improving student outcomes in the area of writing. Teachers will be expected to provide students with constructive feedback that will help them produce on or above grade level writing. Teacher feedback is given during the drafting and revising process. This feedback is discussed with the students during this step of the writing process in an effort to assist the student in improving upon his/her piece of writing. The final feedback will be shared on students' published pieces and will be a clear celebration of how the students implemented the suggestions given during the drafting, revising and editing process. Students will be held accountable for using teacher feedback when working on publishing a piece of writing.

In addition, an emphasis on the presentation of student published pieces will be refined. Teachers will impart the importance of neatness, proper handwriting and writing mechanics to all students. A sense of pride will be established as student published work is celebrated.

In the area of Reading, students will engage in a thematic book project as a culmination of a unit of study. Students will work on in-depth projects that incorporate the reading comprehension skills that were taught throughout the unit of study, as well as encourage critical thinking skills. Students are required to make self-to-text connections, as well as cite evidence from the text. The performance tasks are aligned with the Common Core Standards and are designed to tap into the students' creativity. Each project contains a content based rubric that will be used to drive instruction, and provide students with feedback that will improve their performance.

The administration will conduct informal snapshots throughout the school year that will be used to assist teachers in improving upon their craft. In addition, these snapshots are a great way to observe student engagement, as well as student learning. During these snapshots, the administration has the opportunity to review student notebooks, bulletin board displays & student portfolios.

Bulletin Board displays enable the administration to see the student products derived from the performance tasks presented in the areas of Reading and Writing. The entire school community understands that every child is held to grade level Common Core Standards, therefore the administration expects all work displayed to be held to high expectations.

Student Portfolios contain the student products derived from the performance tasks presented in Reading and Writing. Writing portfolios will contain drafts that will have teacher feedback. This feedback is an integral component of the writing process, as it enables students to revise their work in order to meet grade level standards. These artifacts will clearly demonstrate the progression and/or refinement of student writing as they engage in the writing process. Reading portfolios contain student reading logs and reading responses that provide evidence of reading 25 books or more throughout the school year. In addition, Reading performance tasks have been created in the form of book projects and are aligned to the Common Core Standards. Each student will be responsible for completing a performance task at the end of the month. These performance tasks will be scored in alignment with a rigorous rubric. Monthly mock ELA exams and bi-monthly progress reports will be placed in Reading portfolios as well to showcase student progress. Writer's Galleries are displayed in every classroom consisting of published student work from September to June. This display enables the entire school community to showcase the progression of each writer.

Literature based book projects are displayed in the classrooms. These projects showcase the students' ability to respond to literature in a multitude of ways. All displays and bulletin boards will contain task sheets aligned to the Common Core Standards, as well as standard based rubrics, teacher feedback and scored student products. The work displayed on the hallway bulletin boards will meet or exceed grade level standards. Assessment Binders contain reading and writing workshop conference notes. These notes will help teachers drive their instruction. In addition, they will also assist in devising new lessons that will be infused into the reading and writing units of study. Assessment binders will contain teacher notes which detail the feedback given to individual students during each unit.

Strategies to increase parental involvement

- Cite the strategies and activities in your school's Title I Parent Involvement Policy (PIP) that will be implemented to achieve this goal. The PIP template is provided on pages 11 through 15 in this CEP.

In an effort to increase parental involvement, we will conduct a Parent University on a monthly basis to assist in the following areas; homework help, Common Core State Standards, ELA instruction support & preparing for the NYS Exams. After each student completes a performance task, the project will be sent home for parents to see the teacher feedback. This will enable parents to learn about the kinds of performance tasks their child engages in on a monthly basis. In addition, parents will have the opportunity to review the teacher feedback and can work with their child on improving in their areas of weakness.

On a monthly basis, each grade sends a curriculum newsletter home informing parents of the current and future units of study. This informative newsletter provides parents with a clear description of the areas of study throughout the month, enabling the parents to support the instruction in the home.

Strategies for attracting Highly Qualified Teachers (HQT)

- Describe the strategies and activities that will be used to attract Highly Qualified Teachers, as defined by NCLB, or to ensure that current staff become highly qualified, in order to achieve this goal.
100% of our staff is highly qualified.

Service and program coordination

- Describe how Federal, State and local services, including programs supported under NCLB (i.e., violence prevention programs, nutrition programs, housing programs, Head Start) are being coordinated with the instructional strategies/activities to achieve this goal.
N/A

Budget and resources alignment

Describe the fiscal and human resources that will be used to achieve this goal, referencing specific FY'12 PS and OTPS budget categories (i.e., Title I, FSF, Title IIA, Title III, etc.) that will support the actions/strategies/activities described in this action plan.

Title I 1% parental involvement set aside will be utilized to fund the refreshments for the parent workshops. Common Core Standards and Strategies Flip Chart published by Mentoring Minds was purchased for all teachers and was purchased using TL monies.

ANNUAL GOAL #4 AND ACTION PLAN

Use this template to identify an annual goal. Respond to each section to indicate strategies and activities in support of accomplishing this goal.

Annual Goal #4

- Describe a goal you have identified for the year. Refer to the directions and guidance for assistance in developing your goals.

To improve the academic rigor of all students through the implementation of Mathematics tasks that are aligned to the Common Core Learning Standards.

Comprehensive needs assessment

- Describe the identified need that generated this goal. The needs assessment should encompass the entire school and be based on the performance of students in relation to State academic content and student achievement standards.

After a careful review of the student portfolios in June 2011, it was apparent that we needed to raise the quality of student work in the area of Mathematics. After reviewing the Common Core State Standards in the area of Mathematics, it was evident that we needed to revise the performance tasks that we were presenting to our students at the end of each unit of study.

Instructional strategies/activities

- Describe the research-based instructional strategies and activities that will be used to achieve this goal. Include descriptions of the following in your response:
 - a) strategies/activities that encompass the needs of identified student subgroups,
 - b) staff and other resources used to implement these strategies/activities,
 - c) steps taken to include teachers in the decision-making regarding the use of academic assessments to evaluate the effectiveness of the strategies/activities,
 - d) timeline for implementation.

All teachers will create curriculum maps that align their lessons with the Common Core Standards in the area of Mathematics. During common preparation periods, grade teams will match existing *Math in Focus A Singapore Approach* lesson plans and learning activities to the common core standards where connections are found. They will identify resources, such as programs, materials, services and individuals to support instructional delivery of the new standards where no connections are found. This rigorous review of lessons/curriculum will lead to the creation of Units of Study in Mathematics. All lessons included in the Units of Study will include a Unit Outline, the Universal Design for Learning Principals, Instructional Supports, Rubrics, Performance Tasks and Annotated Student Work.

Teachers will submit unit of study lesson plans to the administration. These plans will include a rubric specific to the unit of study aligned with the Common Core Standards. This rubric will help teachers launch the performance task. Teachers will present the rubric to ensure that students will understand what is expected of them as mathematicians before engaging in the process. Throughout the unit, teachers will guide students through conferencing and small strategy groups to assist them in producing a deep mathematical understanding of the concept as well as a high quality product. Teachers will use important conference notes to help drive instruction. It is expected that teachers understand that their lessons might divert from the plans submitted and new lessons should be infused based upon students' strengths and vulnerabilities. Such rich and thoughtful work will lead to a collection of well developed lesson plans which will be compiled into rigorous Mathematics curriculum.

Teachers will use an investigation based model when creating performance tasks that are rigorous and aligned to the Common Core Standards. Students are expected to utilize all of the knowledge they gained from the mathematics unit of study to complete the mathematical investigation. The mathematical investigation will include a multi step performance task which the students will engage in. In addition, the students will be required to explain the steps they took to get the answer

to the investigation. A rubric will be used to evaluate the students' understanding of the content. The rubric will enable teachers to provide feedback to the students in an effort to improve student performance.

In an effort to raise teacher expectations, during grade meetings teachers and administrators will examine authentic pieces of student work and grade them according to concept specific rubrics. Teachers will score pieces and together discuss their findings. Through this process, teachers will create a standardized practice of measuring student performance in the area of Mathematics.

Teacher feedback is crucial in improving student outcomes in the area of Mathematics. Teachers will be expected to provide students with constructive feedback that will help them produce on or above grade level work. Feedback is discussed with the students during conferences in an effort to assist the student in improving upon his/her mathematical understanding. The final feedback will be shared on students' performance tasks and will be a clear celebration of how the students implemented the suggestions given during independent work time.

Students will be held accountable for using teacher feedback when working on their mathematical investigation.

The administration will conduct informal snapshots throughout the school year that will be used to assist teachers in improving upon their craft. In addition, these snapshots are a great way to observe student engagement, as well as student learning. During these snapshots, the administration has the opportunity to review student notebooks, bulletin board displays & student portfolios.

Bulletin Board displays enable the administration to see the student products derived from the performance tasks presented in the area of Mathematics. The entire school community understands that every child is held to grade level Common Core Standards, therefore the administration expects all work displayed should be held to high expectations.

Student Portfolios contain the student products derived from the performance tasks presented in Mathematics. Math performance tasks have been created in the form of mathematical investigations and are aligned to the Common Core Standards. Each student will be responsible for completing a performance task at the end of the unit. These performance tasks will be scored in alignment with a rigorous rubric. Monthly mock Math exams and bi-monthly progress reports will be placed in Math portfolios as well to showcase student progress.

Math Galleries are displayed in every classroom consisting of mathematical investigations derived from the Exemplars program and teacher created mathematical investigations. This display enables the entire school community to showcase the progression of each mathematician.

All displays and bulletin boards will contain task sheets aligned to the Common Core Standards, as well as standard based rubrics, teacher feedback and scored student products. The work displayed on the hallway bulletin boards will meet or exceed grade level standards.

Assessment Binders contain mathematics workshop conference notes. These notes will help teachers drive their instruction. In addition, they will also assist in devising new lessons that will be infused into the mathematics units of study. Assessment binders will contain teacher notes which detail the feedback given to individual students during each unit.

Strategies to increase parental involvement

- Cite the strategies and activities in your school's Title I Parent Involvement Policy (PIP) that will be implemented to achieve this goal. The PIP template is provided on pages 11 through 15 in this CEP.

In an effort to increase parental involvement, we will conduct a Parent University on a monthly basis to assist in the following areas; homework help, Common Core

State Standards, ELA instruction support & preparing for the NYS Exams. After each student completes a performance task, the project will be sent home for parents to see the teacher feedback. This will enable parents to learn about the kinds of performance tasks their child engages in on a monthly basis. In addition, parents will have the opportunity to review the teacher feedback and can work with their child on improving in their areas of weakness. On a monthly basis, each grade sends a curriculum newsletter home informing parents of the current and future units of study. This informative newsletter provides parents with a clear description of the areas of study throughout the month, enabling the parents to support the instruction in the home.

Strategies for attracting Highly Qualified Teachers (HQT)

- Describe the strategies and activities that will be used to attract Highly Qualified Teachers, as defined by NCLB, or to ensure that current staff become highly qualified, in order to achieve this goal.

100% of our teachers are highly certified.

Service and program coordination

- Describe how Federal, State and local services, including programs supported under NCLB (i.e., violence prevention programs, nutrition programs, housing programs, Head Start) are being coordinated with the instructional strategies/activities to achieve this goal.

N/A

Budget and resources alignment

- Describe the fiscal and human resources that will be used to achieve this goal, referencing specific FY'12 PS and OTPS budget categories (i.e., Title I, FSF, Title IIA, Title III, etc.) that will support the actions/strategies/activities described in this action plan.

Title I 1% parental involvement set aside will be utilized to fund the refreshments for the parent workshops. Common Core Standards and Strategies Flip Chart published by Mentoring Minds was purchased for all teachers and was purchased using TL monies.

ANNUAL GOAL #5 AND ACTION PLAN

Use this template to identify an annual goal. Respond to each section to indicate strategies and activities in support of accomplishing this goal.

Annual Goal #5

- Describe a goal you have identified for the year. Refer to the directions and guidance for assistance in developing your goals.

Comprehensive needs assessment

- Describe the identified need that generated this goal. The needs assessment should encompass the entire school and be based on the performance of students in relation to State academic content and student achievement standards.

Instructional strategies/activities

- Describe the research-based instructional strategies and activities that will be used to achieve this goal. Include descriptions of the following in your response:
 - a) strategies/activities that encompass the needs of identified student subgroups,
 - b) staff and other resources used to implement these strategies/activities,
 - c) steps taken to include teachers in the decision-making regarding the use of academic assessments to evaluate the effectiveness of the strategies/activities,
 - d) timeline for implementation.

Strategies to increase parental involvement

- Cite the strategies and activities in your school's Title I Parent Involvement Policy (PIP) that will be implemented to achieve this goal. The PIP template is provided on pages 11 through 15 in this CEP.

Strategies for attracting Highly Qualified Teachers (HQT)

- Describe the strategies and activities that will be used to attract Highly Qualified Teachers, as defined by NCLB, or to ensure that current staff become highly qualified, in order to achieve this goal.

Service and program coordination

- Describe how Federal, State and local services, including programs supported under NCLB (i.e., violence prevention programs, nutrition programs, housing programs, Head Start) are being coordinated with the instructional strategies/activities to achieve this goal.

Budget and resources alignment

- Describe the fiscal and human resources that will be used to achieve this goal, referencing specific FY'12 PS and OTPS budget categories (i.e., Title I, FSF, Title IIA, Title III, etc.) that will support the actions/strategies/activities described in this action plan.

ACADEMIC INTERVENTION SERVICES (AIS)

On the chart below, indicate the total number of students receiving AIS in each area listed for each applicable grade in your school.

Identified groups of students who have been targeted for AIS, and the established criteria for identification include:

- Students in Grades K – 3 who are considered at-risk for not meeting State standards as determined by their performance on ECLAS 2 or other identified assessments, or who have been identified as potential holdovers.
- Students in Grades 4 – 8 who are performing at Level 1 or Level 2 on New York State English language arts (ELA), mathematics, science, and social studies assessments.
- Students in Grade 9 who performed at Level 1 or Level 2 on NYS Grade 8 ELA, mathematics, science, and social studies assessments.
- Students in Grades 10 – 12 who scored below the approved passing grade on any Regents examination required for graduation in English language arts, mathematics, science, and social studies.

	ELA	Mathematics	Science	Social Studies	At-risk Services: Guidance Counselor	At-risk Services: School Psychologist	At-risk Services: Social Worker	At-risk Health-related Services
	# of Students Receiving AIS	# of Students Receiving AIS	# of Students Receiving AIS	# of Students Receiving AIS				
K	15	13	N/A	N/A	0	0	0	0
1	20	28	N/A	N/A	4	0	1	0
2	21	23	N/A	N/A	3	0	0	0
3	22	25	N/A	N/A	1	0	0	0
4	39	23	0	0	1	0	0	0
5	48	48	0	0	2	1	0	0
6								
7								
8								
9								
10								
11								
12								

On the chart below, provide a brief description of each of the Academic Intervention Services provided, and include:

1. type of program or strategy (e.g., Wilson, Great Leaps, etc.),
2. method for delivery of service (e.g., small group, one-to-one, tutoring, etc.),
3. when the service is provided (i.e., during the school day, before or after school, Saturday, etc.).

Name of Academic Intervention Services (AIS)	Description
<p>ELA: Read Well (K-3) Treasures Intervention Kit (K-2) Reading Plus (3-5) Wilson Reading Systems (2-3) Extended Day Program (1-5) Academic After School Program (3-5) Saturday Academy (3-5)</p>	<p><u>Wilson Reading System</u> This AIS service is provided during the school day within the classroom environment. The method of delivery is small group instruction during Literacy Block.</p> <p><u>Read Well</u> – This phonics based program is administered to AIS groups in grades Kindergarten – 3rd. The method of delivery is small group instruction during literacy blocks of time.</p> <p><u>Treasures Intervention Kit</u> – <i>Treasures</i> is a research based, comprehensive Reading Language Arts program for grades K-6 that gives educators the resources they need to help all students succeed. High quality literature coupled with explicit instruction and ample practice ensures that students grow as life-long readers and writers.</p> <p><u>Reading Plus</u> – This upper grade Literacy program is designed for students who are in need of fluency and comprehension support. The technology based program is administered during the school day in a small group setting, during literacy blocks of time. In addition, this program is utilized during the 4th & 5th grade academic after school program.</p> <p><u>Extended Day Program (1-5)</u> This AIS service is provided during the additional 37 ½ minutes of the school day. The method of delivery is small group instruction within a 10:1 student to teacher ratio. Intense Literacy instruction takes place during this time.</p> <p><u>Academic After School Program (3-5)</u> This AIS service is provided after school, two times a week, within a small group setting. Students engage in Reading Test Preparation to prepare for the upcoming State Exams.</p> <p><u>Saturday Academy (3-5)</u> This AIS service takes place during 8 Saturdays of the school year. This service is provided within a small group setting. Students engage in Reading Test Preparation to prepare for the State Exams.</p>
<p>Mathematics Rhymes & Times (1-5) Extended Day Program (K-5) Academic After School Program (3-5) Saturday Academy (3-5)</p>	<p><u>Rhymes & Times</u> This mathematics program uses the skill of rhyming to assist students to remember their addition facts, subtraction facts, multiplication facts & division facts. The method of delivery is small group instruction during Mathematics blocks of time</p> <p><u>Extended Day Program (1-5)</u> This AIS service is provided during the additional 37 ½ minutes of the school day. The method of delivery is small group instruction within a 10:1 student to teacher ratio. Mathematical assistance takes place at this time.</p> <p><u>Academic After School Program (3-5)</u> This AIS service is provided after school, two times a week, within a small group setting. Students engage in Math Workshop to prepare for the State Exams.</p> <p><u>Saturday Academy (3-5)</u> This AIS service takes place during 8 Saturdays of the school year. This service is provided within a small group setting. Students engage in Math Workshop to</p>

	prepare for the State Exams.
Science Harcourt Science	<u>Harcourt Science</u> Through the use of the Harcourt Science NYC program, Science AIS services are provided to students during their lunch period. The method of delivery is small group instruction.
Social Studies	N/A
At-risk Services provided by the Guidance Counselor Group Counseling	<u>Group Counseling</u> - Students who withhold an IEP for counseling are mandated to meet with the Guidance Counselor. Students who require "At Risk" counseling intervention will meet with the guidance counselor based on their situation and/or need. Students receive this service within the school day. Students are pulled out of the classroom and work in small groups in a Special Services classroom. Group counseling deals with social issues such as; peer pressure, self esteem, respecting others, bullying, bereavement, divorce and test anxiety.
At-risk Services provided by the School Psychologist	Students who require "At Risk" services will meet with the School Psychologist based on their situation and/or need. Students receive this service within the school day. Students are pulled out of the classroom and work individually with the school psychologist in a Special Services classroom. The School Psychologist works on strategies and coping mechanisms to deal with issues such as anxiety and behavioral concerns regarding the student's disability.
At-risk Services provided by the Social Worker	N/A
At-risk Health-related Services	N/A

**DIRECTIONS AND GUIDANCE FOR DEVELOPING OR UPDATING
THE PARENT INVOLVEMENT POLICY (PIP)**

The template below meets the parental involvement requirements of Title I. Your school is encouraged to use the template as it is provided, or align it in accordance with your school's goals, or replace it entirely with a Parent Involvement Policy created by your school that meets federal requirements.

The PIP should describe how your school will plan and implement effective parent involvement activities to improve student academic achievement and school performance. The School-Parent Compact is a component of the PIP that outlines how parents, the entire school staff, and students will share this responsibility.

PARENT INVOLVEMENT POLICY (PIP) TEMPLATE

Educational research shows a positive correlation between effective parental involvement and student achievement. The overall aim of this policy is to develop a parent involvement program that will ensure effective involvement of parents and community in our school. Therefore, our school, in compliance with the Section 1118 of Title I, Part A of the No Child Left Behind (NCLB) Act, is responsible for creating and implementing a parent involvement policy to strengthen the connection and support of student achievement between our school and the families. Our school's policy is designed to keep parents informed by actively involving them in planning and decision-making in support of the education of their children. Parents are encouraged to actively participate on the School Leadership Team, Parent Association, and Title I Parent Committee as trained volunteers and welcomed members of our school community. Our school will support parents and families of Title I students by:

- providing materials and training to help parents work with their children to improve their achievement level, e.g., literacy, math and use of technology;
- providing parents with the information and training needed to effectively become involved in planning and decision making in support of the education of their children;
- fostering a caring and effective home-school partnership to ensure that parents can effectively support and monitor their child's progress;
- providing assistance to parents in understanding City, State and Federal standards and assessments;
- sharing information about school and parent related programs, meetings and other activities in a format, and in languages that parents can understand;
- providing professional development opportunities for school staff with the assistance of parents to improve outreach, communication skills and cultural competency in order to build stronger ties between parents and other members of our school community;

Our school's Parent Involvement Policy was designed based upon a careful assessment of the needs of all parents/guardians, including parents/guardians of English Language Learners and students with disabilities. Our school community will conduct an annual evaluation of the content and effectiveness of this parent involvement policy with Title I parents to improve the academic quality of our school. The findings of the evaluation through school surveys and feedback forms will be used to design strategies to more effectively meet the needs of parents, and enhance the school's Title I program. This information will be maintained by the school.

In developing the Title I Parent Involvement Policy, parents of Title I participating students, parent members of the school's Parent Association (or Parent-Teacher Association), as well as parent members of the School Leadership Team, were consulted on the proposed Title I Parent Involvement Policy and asked to survey their members for additional input. To increase and improve parent involvement and school quality, our school will:

- actively involve and engage parents in the planning, review and evaluation of the effectiveness of the school's Title I program as outlined in the Comprehensive Educational Plan, including the implementation of the school's Title I Parent Involvement Policy and School-Parent Compact;
- engage parents in discussion and decisions regarding the required Title I set-aside funds, which are allocated directly to schools to promote parent involvement, including family literacy and parenting skills;
- ensure that the Title I funds allocated for parent involvement are utilized to implement activities and strategies as described in our Parent Involvement Policy and the School-Parent Compact;
- support school-level committees that include parents who are members of the School Leadership Team, the Parent Association (or Parent-Teacher Association) and Title I Parent Committee. This includes providing technical support and ongoing professional development, especially in developing leadership skills;
- maintain a Parent Coordinator (or a dedicated staff person) to serve as a liaison between the school and families. The Parent Coordinator or a dedicated staff person will provide parent workshops based on the assessed needs of the parents of children who attend our school and will work to ensure that our school environment is welcoming and inviting to all parents. The Parent Coordinator will also maintain a log of events and activities planned for parents each month and file a report with the central office.;
- conduct parent workshops with topics that may include: parenting skills, understanding educational accountability grade-level curriculum and assessment expectations; literacy, accessing community and support services; and technology training to build parents' capacity to help their children at home;
- provide opportunities for parents to help them understand the accountability system, e.g., NCLB/State accountability system, student proficiency levels, Annual School Report Card, Progress Report, Quality Review Report, Learning Environment Survey Report;
- host the required Annual Title I Parent Meeting on or before December 1st of each school year to advise parents of children participating in the Title I program about the school's Title I funded program(s), their right to be involved in the program and the parent involvement requirements under Title I, Part A, Section 1118 and other applicable sections under the No Child Left Behind Act;
- schedule additional parent meetings, e.g., quarterly meetings, with flexible times, such as meetings in the morning or evening, to share information about the school's educational program and other initiatives of the Chancellor and allow parents to provide suggestions;
- translate all critical school documents and provide interpretation during meetings and events as needed;

- conduct an Annual Title I Parent Fair/Event where all parents are invited to attend formal presentations and workshops that address their student academic skill needs and what parents can do to help;

Our school will further encourage school-level parental involvement by:

- holding an annual Title I Parent Curriculum Conference;
- hosting educational family events/activities during Parent-Teacher Conferences and throughout the school year;
- encouraging meaningful parent participation on School Leadership Teams, Parent Association (or Parent-Teacher Association) and Title I Parent Committee;
- supporting or hosting Family Day events;
- establishing a Parent Resource Center/Area or lending library; instructional materials for parents;
- hosting events to support, men asserting leadership in education for their children. parents/guardians, grandparents and foster parents;
- encouraging more parents to become trained school volunteers;
- providing written and verbal progress reports that are periodically given to keep parents informed of their children's progress;
- developing and distributing a school newsletter or web publication designed to keep parents informed about school activities and student progress;
- providing school planners/folders for regular written communication between /teacher and the home in a format, and to the extent practicable in the languages that parents can understand;
- **host a Parent University based on the needs of the parent body, as well as to keep parents informed about the current NYCDOE & Statewide mandates. Some of the Parent University topics include; homework help, Common Core State Standards, ELA & Mathematics instruction support & preparing for the NYS Exams.**
- **parents will receive a monthly progress report that will inform parents of their child's raw score and/ or reading level. In addition, the progress report will also include the areas students are showing progress in and the areas of weakness.**
- **parents are provided with their ARIS link id and password so that they can continue to keep track of their students' achievement scores.**
- **during parent teacher conferences in the fall, parents in grades 3-5 were given the Acuity website in an effort to have them work their child in the areas of ELA & Mathematics.**
- **on a monthly basis, each grade sends a curriculum newsletter home informing parents of the current and future units of study. This informative newsletter provides parents with a clear description of the areas of study throughout the month, enabling the parents to support the instruction in the home.**

SCHOOL-PARENT COMPACT

Our school, in compliance with the Section 1118 of Title I, Part A of the No Child Left Behind (NCLB) Act, is implementing a School-Parent Compact to strengthen the connection and support of student achievement between the school and the families. Staff and parents of students participating in activities and programs funded by Title I, agree that this Compact outlines how parents, the entire school staff and students will share responsibility for improved academic achievement and the means by which a school-parent partnership will be developed to ensure that all children achieve State Standards and Assessments.

I. School Responsibilities

Provide high quality curriculum and instruction consistent with State Standards to enable participating children to meet the State's Standards and Assessments by:

- using academic learning time efficiently;
- respecting cultural, racial and ethnic differences;
- implementing a curriculum aligned to the Common Core State Learning Standards;
- offering high quality instruction in all content areas;
- providing instruction by highly qualified teachers and when this does not occur, notifying parents as required by the No Child Left Behind (NCLB) Act;

Support home-school relationships and improve communication by:

- conducting parent-teacher conferences each semester during which the individual child's achievement will be discussed as well as how this Compact is related;
- convening an Annual Title I Parent Meeting prior to December 1st of each school year for parents of students participating in the Title I program to inform them of the school's Title I status and funded programs and their right to be involved;
- arranging additional meetings at other flexible times, e.g., morning, evening and providing (if necessary and funds are available) transportation or child care for those parents who cannot attend a regular meeting;
- respecting the rights of limited English proficient families to receive translated documents and interpretation services in order to ensure participation in the child's education;
- providing information related to school and parent programs, meetings and other activities is sent to parents of participating children in a format and to the extent practicable in a language that parents can understand;
- involving parents in the planning process to review, evaluate and improve the existing Title I programs, Parent Involvement Policy and this Compact;
- providing parents with timely information regarding performance profiles and individual student assessment results for each child and other pertinent individual school information;
- ensuring that the Parent Involvement Policy and School-Parent Compact are distributed and discussed with parents each year;

Provide parents reasonable access to staff by:

- ensuring that staff will have access to interpretation services in order to effectively communicate with limited English speaking parents;
- notifying parents of the procedures to arrange an appointment with their child's teacher or other school staff member;
- arranging opportunities for parents to receive training to volunteer and participate in their child's class, and to observe classroom activities;
- planning activities for parents during the school year, e.g., Parent-Teacher Conferences;

Provide general support to parents by:

- creating a safe, supportive and effective learning community for students and a welcoming respectful environment for parents and guardians;
- assisting parents in understanding academic achievement standards and assessments and how to monitor their child's progress by providing professional development opportunities (times will be scheduled so that the majority of parents can attend);
- sharing and communicating best practices for effective communication, collaboration and partnering will all members of the school community;
- supporting parental involvement activities as requested by parents;

- ensuring that the Title I funds allocated for parent involvement are utilized to implement activities as described in this Compact and the Parent Involvement Policy;
- advising parents of their right to file a complaint under the Department's General Complaint Procedures and consistent with the No Child Left Behind Title I requirement for Elementary Secondary Education Act (ESEA) and Title I programs;

II. Parent/Guardian Responsibilities:

- monitor my child's attendance and ensure that my child arrives to school on time as well as follow the appropriate procedures to inform the school when my child is absent;
- ensure that my child comes to school rested by setting a schedule for bedtime based on the needs of my child and his/her age;
- check and assist my child in completing homework tasks, when necessary;
- read to my child and/or discuss what my child is reading each day (for a minimum of 15 minutes);
- set limits to the amount of time my child watches television or plays video games;
- promote positive use of extracurricular time such as, extended day learning opportunities, clubs, team sports and/or quality family time;
- encourage my child to follow school rules and regulations and discuss this Compact with my child;
- volunteer in my child's school or assist from my home as time permits;
- participate, as appropriate, in the decisions relating to my child's education;
- communicate with my child's teacher about educational needs and stay informed about their education by prompting reading and responding to all notices received from the school or district;
- respond to surveys, feedback forms and notices when requested;
- become involved in the development, implementation, evaluation and revision to the Parent Involvement Policy and this Compact;
- participate in or request training offered by the school, district, central and/or State Education Department learn more about teaching and learning strategies whenever possible;
- take part in the school's Parent Association or Parent-Teacher Association or serve to the extent possible on advisory groups, e.g., Title I Parent Committees, School or District Leadership Teams;
- share responsibility for the improved academic achievement of my child;

III. Student Responsibilities:

- attend school regularly and arrive on time;
- complete my homework and submit all assignments on time;
- follow the school rules and be responsible for my actions;
- show respect for myself, other people and property;
- try to resolve disagreements or conflicts peacefully;
- always try my best to learn.

**OFFICE OF ENGLISH LANGUAGE LEARNERS
GRADES K-12 LANGUAGE ALLOCATION POLICY
SUBMISSION FORM
2011-12**

DIRECTIONS: This submission form assists schools with gathering and organizing the quantitative and qualitative information necessary for a well-conceived school-based language allocation policy (LAP) that describes quality ELL programs. This LAP form, an appendix of the CEP, also incorporates information required for CR Part 154 funding so that a separate submission is no longer required. Agendas and minutes of LAP meetings should be kept readily available on file in the school. Also, when preparing your school's submission, provide extended responses in the green spaces. Spell-check has been disabled in this file, so consider typing responses to these questions in a separate file before copying them into the submission form. For additional information, hold your cursor over the [?](#).

Part I: School ELL Profile

A. School Information [?](#)

Cluster Leader/Network Leader Ada Orlando	District 14	Borough Brooklyn	School Number 132
School Name The Conselyea School			

B. Language Allocation Policy Team Composition [?](#)

Principal Beth Lubeck	Assistant Principal Stephanie Korotz
Coach Tanya Napoli	Coach
ESL Teacher Marilyn Tirado/ELL	Guidance Counselor Beatrice Vasquez
Teacher/Subject Area Angela Aragona/AIS	Parent Christa Masullo
Teacher/Subject Area Christine Myers	Parent Coordinator Yvonne Garguilo
Related Service Provider Nicole Dashman	Other type here
Network Leader Ada Orlando	Other type here

C. Teacher Qualifications [?](#)

Please provide a report of all staff members' certifications referred to in this section. Press TAB after each number entered to calculate sums and percentages.

Number of certified ESL teachers	1	Number of certified bilingual teachers	1	Number of certified NLA/foreign language teachers	0
Number of content area teachers with bilingual extensions	0	Number of special education teachers with bilingual extensions	0	Number of teachers of ELLs without ESL/bilingual certification	0
Number of teachers who hold both a bilingual extension and ESL certification	0	Number of teachers currently teaching a self-contained ESL class who hold both a common branch license and ESL certification	0		

D. School Demographics

Total number of students in school	798	Total Number of ELLs	34	ELLs as share of total student population (%)	4.26%
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Part II: ELL Identification Process

Describe how you identify English Language Learners (ELLs) in your school. Answer the following:

1. Describe the steps followed for the initial identification of those students who may possibly be ELLs. These steps must include administering the Home Language Identification Survey (HLIS) which includes the informal oral interview in English and in the native language, and the formal initial assessment. Identify the person(s) responsible, including their qualifications, for conducting the initial screening, administering the HLIS, the LAB-R (if necessary), and the formal initial assessment. Also describe the steps taken to annually evaluate ELLs using the New York State English as a Second Language Achievement Test (NYSESLAT).
2. What structures are in place at your school to ensure that parents understand all three program choices (Transitional Bilingual, Dual Language, Freestanding ESL)? Please describe the process, outreach plan, and timelines.
3. Describe how your school ensures that entitlement letters are distributed and Parent Survey and Program Selection forms are returned? (If a form is not returned, the default program for ELLs is Transitional Bilingual Education as per CR Part 154 [[see tool kit](#)].)
4. Describe the criteria used and the procedures followed to place identified ELL students in bilingual or ESL instructional programs; description must also include any consultation/communication activities with parents in their native language.
5. After reviewing the Parent Survey and Program Selection forms for the past few years, what is the trend in program choices that parents have requested? (Please provide numbers.)
6. Are the program models offered at your school aligned with parent requests? If no, why not? How will you build alignment between parent choice and program offerings? Describe specific steps underway. 

P.S. 132's staff identifies English Language Learners by offering the parents a Home Language Survey (HLIS) at the time of registration in order to identify the child's language proficiency. If the child is identified as an eligible candidate for either Bilingual education or English as a Second Language (ESL) instructional services, an informal interview is given to the candidate. Following the informal interview, the candidate is given the Language Battery Assessment (LAB-R). The purpose is to identify the child as an English Language Learner or English Proficient. Our certified ELL Provider conducts the initial screening and administers the LAB-R. An entitlement letter is then provided to parents to inform them about the child's identification. The child is then enrolled in the appropriate program within ten days. Any student who is entitled for ELL services is required to take the NYSESLAT in the Spring of the current school year. The NYSESLAT is administered to ELLs annually to assess their English Language Performance. The data from the NYSESLAT will show if our ELLs are making gains annually in the areas of Speaking, Listening, Reading and Writing. This service will continue until the child becomes proficient.

In order to enable parents to make sound educational decisions as to which program best meets the needs of their child, parents participate in several activities before they make a decision. Parents participate in an orientation that describes various programs for ELL students and they can visit the classrooms with the various programs. Parents also view a parent information CD where program placement options are presented with clarity and objectivity. This parent orientation CD is available in nine languages. Parent brochures are disseminated in their native language to enrich the understanding of each available program. Parents complete the parent selection form and the school will accommodate the parental choices. Our ELL provider ensures that the parents return the Entitlement letters, Parent Surveys and Program Selection Forms. Our ELL provider is in contact with any parents who have not returned their forms.

After reviewing the Parent Survey and Program Selection Forms for the past few years, the majority of our parents select the ESL instructional program. Any parent who wishes to have the child enrolled in bilingual services or a dual program, accommodations are made to assist our families in finding placement within the district.

Part III: ELL Demographics

A. ELL Programs

This school serves the following grades (includes ELLs and EPs)
Check all that apply

K* 1* 2* 3* 4* 5*
6● 7● 8● 9● 10● 11● 12●

This school offers (check all that apply):

Transitional bilingual education program	Yes <input checked="" type="radio"/>	No <input type="radio"/>	If yes, indicate language(s):
Dual language program	Yes <input checked="" type="radio"/>	No <input type="radio"/>	If yes, indicate language(s):

Provide the number of classes for each ELL program model at your school. For all-day programs (e.g., Transitional Bilingual Education, Dual Language, and Self-Contained ESL), classes refer to a cohort of students served in a day. For push-in ESL classes, refer to the separate periods in a day in which students are served. Departmentalized schools (e.g., high school) may use the self-contained row.

ELL Program Breakdown														
	K	1	2	3	4	5	6	7	8	9	10	11	12	Total #
Transitional Bilingual Education (60%:40% → 50%:50% → 75%:25%)														0
Dual Language (50%:50%)														0
Freestanding ESL														
Self-Contained														0
Push-In	1	1	1	1	1	1								6
Total	1	1	1	1	1	1	0	0	0	0	0	0	0	6

B. ELL Years of Service and Programs

Number of ELLs by Subgroups					
All ELLs	34	Newcomers (ELLs receiving service 0-3 years)	14	Special Education	2
SIFE	0	ELLs receiving service 4-6 years	6	Long-Term (completed 6 years)	0

Enter the number of ELLs by years of identification and program model in each box. Enter the number of ELLs within a subgroup who are also SIFE or special education. [?](#)

	ELLs by Subgroups									Total
	ELLs (0-3 years)			ELLs (4-6 years)			Long-Term ELLs (completed 6 years)			
	All	SIFE	Special Education	All	SIFE	Special Education	All	SIFE	Special Education	
TBE	0	0	0	0			0	0	0	0
Dual Language	0	0	0	0	0	0	0	0	0	0
ESL	27	0	1	5	0	1	0	0	0	32
Total	27	0	1	5	0	1	0	0	0	32

Number of ELLs in a TBE program who are in alternate placement: 0

C. Home Language Breakdown and ELL Programs

Transitional Bilingual Education														
Number of ELLs by Grade in Each Language Group														
	K	1	2	3	4	5	6	7	8	9	10	11	12	TOTAL
Spanish														0
Chinese														0
Russian														0
Bengali														0

Transitional Bilingual Education

Number of ELLs by Grade in Each Language Group

	K	1	2	3	4	5	6	7	8	9	10	11	12	TOTAL
Urdu														0
Arabic														0
Haitian														0
French														0
Korean														0
Punjabi														0
Polish														0
Albanian														0
Yiddish														0
Other														0
TOTAL	0													

**Dual Language (ELLs/EPs)
K-8**

Number of ELLs by Grade in Each Language Group

	K		1		2		3		4		5		6		7		8		TOTAL	
	EL L	EP																		
Spanish																			0	0
Chinese																			0	0
Russian																			0	0
Korean																			0	0
Haitian																			0	0
French																			0	0
Other																			0	0
TOTAL	0																			

**Dual Language (ELLs/EPs)
9-12**

Number of ELLs by Grade in Each Language Group

	9		10		11		12		TOTAL	
	ELL	EP								
Spanish									0	0
Chinese									0	0
Russian									0	0
Korean									0	0
Haitian									0	0
French									0	0
Other									0	0
TOTAL	0									

This Section for Dual Language Programs Only

Number of Bilingual students (students fluent in both languages):

Number of third language speakers:

Ethnic breakdown of EPs (Number):

African-American: ____

Asian: ____

Hispanic/Latino:

Native American: ____

White (Non-Hispanic/Latino): ____

Other:

Freestanding English as a Second Language

Number of ELLs by Grade in Each Language Group

	K	1	2	3	4	5	6	7	8	9	10	11	12	TOTAL
Spanish	7	6	2	2	3	3								23
Chinese						1								1
Russian				1										1
Bengali														0
Urdu														0
Arabic	1		1	1	1									4
Haitian														0
French														0
Korean														0
Punjabi														0
Polish		1	1											2
Albanian														0
Other	1					2								3
TOTAL	9	7	4	4	4	6	0	34						

Part IV: ELL Programming

A. Programming and Scheduling Information

1. How is instruction delivered?
 - a. What are the organizational models (e.g., Departmentalized, Push-In [Co-Teaching], Pull-Out, Collaborative, Self-Contained)?
 - b. What are the program models (e.g., Block [Class travels together as a group]; Ungraded [all students regardless of grade are in one class]; Heterogeneous [mixed proficiency levels]; Homogeneous [proficiency level is the same in one class])?
2. How does the organization of your staff ensure that the mandated number of instructional minutes is provided according to proficiency levels in each program model (TBE, Dual Language, ESL)?
 - a. How are explicit ESL, ELA, and NLA instructional minutes delivered in each program model as per CR Part 154 (see table below)?
3. Describe how the content areas are delivered in each program model. Please specify language, and the instructional approaches and methods used to make content comprehensible to enrich language development.
4. How do you ensure that ELLs are appropriately evaluated in their native languages?
5. How do you differentiate instruction for ELL subgroups?
 - a. Describe your instructional plan for SIFE.
 - b. Describe your plan for ELLs in US schools less than three years (newcomers). Additionally, because NCLB now requires ELA testing for ELLs after one year, specify your instructional plan for these ELLs.
 - c. Describe your plan for ELLs receiving service 4 to 6 years.
 - d. Describe your plan for long-term ELLs (completed 6 years).
6. What instructional strategies and grade-level materials do teachers of ELL-SWDs use that both provide access to academic content areas and accelerate English language development?
7. How does your school use curricular, instructional, and scheduling flexibility to meet the diverse needs of ELL-SWDs within the least restrictive environment?

A. Programming and Scheduling Information

In the Push-In ESL program we have 34 students, from grades Kindergarten - Fifth. The ELL students range from Beginner to Advanced Proficiency levels. Depending on their proficiency level, they receive from 180 minutes to 360 minutes a week of ESL Push In services. The program model is homogeneously grouped according to their proficiency levels.

The goal of our ESL program is to foster full English proficiency in a supportive classroom environment. Both the ELA and ESL teachers that work with our ELL students in the ESL program are fully certified. In order to help students to progress, we provide a push in program to be implemented during reading instruction. The primary goal for our literacy program is to assist students in achieving English Language proficiency within three years. Our endeavor is to:

- Enrich the literacy and academic skills of ELLs who participate in the program.
- Incorporate recognized and researched- based ESL instructional strategies across content subject areas.
- Give students the skills to perform at city and state grade levels in all subject areas.
- Plan collaboratively between ESL and ELA teachers for each unit.

Our ELA and ELL providers assist the students during classroom instruction. Conferencing, informal assessments, running records and AIS services are done in class as well as during pull out sessions.

In mathematics, in order to ensure our students' academic success, we embrace the following:

Ensure adequate licensed personnel to deliver instruction as stipulated by NCLB and CR Part 154.

- Analyze ELLs data to become well-informed about the performance of each ELL in order to make sound educational decisions.
- Provide opportunities for students to familiarize themselves with mathematical language, such as reading, solving word problems, and using the interactive math word wall.
- Incorporating writing as a component of the mathematics lesson, for example, journals.
- Provide opportunities to execute problem solving strategies, both written and verbally, to justify their answers.
- Ensure the identification and analysis of student strengths and weakness to drive and differentiated instruction.
- Collaboration between content area and ESL teachers to map out specific student needs.
- Encourage Math teachers to participate in professional development opportunities focusing on ELL instructional needs such as Quality Teaching for English Learners and Community Learning Support Organization.
- Ensure that the Academic coach works closely with teachers to support rigorous instruction.

Plan for Newcomers

When a new student is registered in our school, we provide the following resources to facilitate the transition:

- *An informal student assessment to identify the student's Academic Intervention Service needs.
- * A buddy system pairing the new student with another student in his/her class that will assist during the day with daily lessons and classroom routines.
- *Encourage students to participate in the Saturday Program and After School activities.

Plan for SIFE: At the present time, we do not have any SIFE students in our school. However, our plan of action would be to provide the students with academic intervention services in both ELA and Math. In addition, we would provide these students with ELL after school ELA and Math Program.

Plan for Long Term ELLs:

Our action plan for long term ELLs is to monitor the progress of students in all content areas and to differentiate instruction for literacy and mathematics. Our long term ELLs are provided with the following:

- AIS services in both Literacy and Mathematics.
- An After School ELA and Math program, targeting reading, writing, and math skills.
- Long term ELLs are encouraged to attend our ELA/Writing and Math Saturday program.

Plan for Special Needs Students:

Our policy for special needs students includes:

- Ensuring that teachers of students with an IEP are familiar with students' particular needs and all services are provided according to the IEP mandates.
- Collaboration between the ESL teacher and members of the School Based Support Team that are familiar with IEP mandates.
- Monitoring newcomers and SIFE students for possible special needs status when necessary.

A. Programming and Scheduling Information

Our ELL students with special needs are encouraged to attend the following:

- After School ELA/Writing and Math program.
- AIS services in both Literacy and Mathematics.
- ELA/Writing and Math Saturday program.

At P.S. 132 we strongly believe students learn best when teachers differentiate instruction within the classroom. Although our students are grouped homogeneously in grades 1-5, it became quite apparent through analyzing data, differentiation needed to take place within each classroom setting. During ELL push-in instruction, students are pulled into small strategy groups based upon students' abilities. Teachers use both soft and hard data to create their small groups. This gathered data along with highlighted trends can be found in teachers' assessment books. In the area of reading, students will be engaged in reading authentic literature within their classrooms. The reading program implemented in all upper grade classrooms was created by teachers themselves. Last year, teachers aligned this teacher created reading program with the Common Core Standards. The reading program teaches all comprehension skills, along with new vocabulary, on a daily basis. The ELL teachers will conduct a mini-lesson to facilitate learning and instruction of reading. Students will demonstrate their understanding through graphic organizers and/or independent assignments. ELL students, as well as SWD, will be engaged in rich conversation around the content area. In addition, students will be completing assignments on Acuity based on the results of the last ITA. Our struggling ELL-SWD students will engage in activities on a website like Starfall to assist them with developing an understanding of concepts.

In addition, books published by Continental Press were purchased to assist with the reinforcement of Phonics in Grades K-2, Word Study in Grades 1-3, as well as basic math skills in grades K-5.

When the administration and the ELL teacher created a push-in ELL Program, we ensured teachers were either engaged in Literacy or Mathematics. We also considered AIS periods when we created the ELL program. During the upper grade ELL push-in program, we ensured AIS groups were also being implemented simultaneously. All of these factors provide additional support and ensure differentiation is taking place in the classroom. This way the ELL-SWD students are getting the extra support they need in the specific area they are struggling in. The ELL teacher utilizes the materials that correlate with the specific curriculum being implemented during

Native Language Usage and Supports

The chart below is a visual representation designed to show the variation of native language usage and supports across the program models. Please note that native language support is never zero.

Native Language Usage/Support	Transitional Bilingual Education (TBE)	Dual Language	Freestanding ESL
100%	students, as well as SWD, will engage in the same programs. If additional individualized instruction is necessary, the ELL teacher will gather additional materials, such as Leapfrog.		
75%			
50%			
25%			
0%			
100%			
75%			
50%			
25%			
0%			
100%			
75%			
50%			
25%			
0%			
TIME	BEGINNERS	INTERMEDIATE	ADVANCED

TBE and dual language programs have both native language arts and subject areas taught in the native language; ESL has native language supports.

Courses Taught in Languages Other than English ⓘ

B. Programming and Scheduling Information--Continued

8. Describe your targeted intervention programs for ELLs in ELA, math, and other content areas (specify ELL subgroups targeted). Please list the range of intervention services offered in your school for the above areas as well as the language(s) in which they are offered.
9. Describe your plan for continuing transitional support (2 years) for ELLs reaching proficiency on the NYSESLAT.
10. What new programs or improvements will be considered for the upcoming school year?
11. What programs/services for ELLs will be discontinued and why?
12. How are ELLs afforded equal access to all school programs? Describe after school and supplemental services offered to ELLs in your building.

Class/Content Area	Language(s) of Instruction	Class/Content Area	Language(s) of
B. Programming and Scheduling Information--Continued			
<p>8. Describe your targeted intervention programs for ELLs in ELA, math, and other content areas (specify ELL subgroups targeted). Please list the range of intervention services offered in your school for the above areas as well as the language(s) in which they are offered.</p> <p>9. Describe your plan for continuing transitional support (2 years) for ELLs reaching proficiency on the NYSESLAT.</p> <p>10. What new programs or improvements will be considered for the upcoming school year?</p> <p>11. What programs/services for ELLs will be discontinued and why?</p> <p>12. How are ELLs afforded equal access to all school programs? Describe after school and supplemental services offered to ELLs in your building.</p> <p>13. What instructional materials, including technology, are used to support ELLs (include content area as well as language materials; list ELL subgroups if necessary)?</p> <p>14. How is native language support delivered in each program model? (TBE, Dual Language, and ESL)</p> <p>15. Do required services support, and resources correspond to ELLs' ages and grade levels?</p> <p>16. Include a description of activities in your school to assist newly enrolled ELL students before the beginning of the school year.</p> <p>17. What language electives are offered to ELLs?</p>			

The implications for the school's LAP and instruction are derived from the strengths and needs noted in the NYSESLAT and other assessments (LAB-R, ACUITY, Teacher Assessments, and informal observations). Adjustments and improvements to our program this year include:

- Continue to strongly target language development across the grades and content areas, creating opportunities for active meaningful engagement.
- Additional support in listening skills for newcomers, including increased use of technological activities in the classroom.
- Small group Academic Intervention classes in ESL to target language modalities according to their needs.
- Academic Intervention Services for struggling ELL students and those performing below grade level.
- After School classes to help students on all levels to become familiar with the format of the NYSESLAT.

Implications for LAP in English Language Arts Area

In order to assist our students in both academic achievement and assessment, our plan is to:

- Ensure adequate licensed personnel to deliver instruction as stipulated by NCLB and CR Part 154.
- Foster collaboration between classroom teachers and ESL teachers to create a stable or strong learning community.
- Analyze ELLs data to become well-informed about the performance of each ELL in order to make sound educational decisions.
- Provide opportunities for students to be involved in conversations.
- Incorporate all language modalities during the lesson, for example group discussions and journals.
- Ensure that teachers analyze student's data to identify strengths and weakness and utilize the findings to drive differentiated instruction.
- Encourage teachers to participate on professional development opportunities focusing on instructional strategies for ELLs; such as, Quality Teaching for English Learners and Community Support Learning Organization.
- Ensure that Academic coach works closely with all classroom teachers and ELL teachers to support rigorous instruction
- Implement a print rich environment, use of ESL dictionaries and glossaries in the classrooms.

Implications for LAP in Mathematics Content Area

In order to assist our students in both academic achievement and assessment, there is a variety of solutions that we are working with this year. They embrace the following:

Ensure adequate licensed personnel to deliver instruction as stipulated by NCLB and CR Part 154

- Analyze ELLs data to become well-informed about the performance of each ELL in order to make sound educational decisions.
- Provide opportunities for students to negotiate with mathematics academic language, e.g. reading and solving word problems, interactive word wall
- Incorporating writing as a component of the mathematics lesson, e.g. journals
- Provide opportunities to convey to others problem solving strategies and the justification of their answer
- Ensure the identification and analysis of student strength and weakness to drive and differentiate instruction
- Collaboration between content area and ESL teachers to map out student specific needs.
- Encourage Math teachers to participate in professional development opportunities focusing on ELL instructional needs; such as, Quality Teaching for English Learners and Community Learning Support Organization.
- Ensure that the Academic coach works closely with teachers to support rigorous instruction.

Our ESL program is delivered in English. All the services are provided according to the student's grade and proficiency level. ELL students who have reached the proficiency level on the NYSESLAT are given extended time on all State Exams for two years. In the case

B. Programming and Scheduling Information--Continued

8. Describe your targeted intervention programs for ELLs in ELA, math, and other content areas (specify ELL subgroups targeted). Please list the range of intervention services offered in your school for the above areas as well as the language(s) in which they are offered.
9. Describe your plan for continuing transitional support (2 years) for ELLs reaching proficiency on the NYSESLAT.
10. What new programs or improvements will be considered for the upcoming school year?
11. What programs/services for ELLs will be discontinued and why?
12. How are ELLs afforded equal access to all school programs? Describe after school and supplemental services offered to ELLs in your building.
13. What instructional materials, including technology, are used to support ELLs (include content area as well as language materials; list ELL subgroups if necessary)?
14. How is native language support delivered in each program model? (TBE, Dual Language, and ESL)
15. Do required services support, and resources correspond to ELLs' ages and grade levels?
16. Include a description of activities in your school to assist newly enrolled ELL students before the beginning of the school year.
17. What language electives are offered to ELLs?

The implications for the school's LAP and instruction are derived from the strengths and needs noted in the NYSESLAT and other assessments (LAB-R, ACUITY, Teacher Assessments, and informal observations). Adjustments and improvements to our program this year include:

- Continue to strongly target language development across the grades and content areas, creating opportunities for active meaningful engagement.
- Additional support in listening skills for newcomers, including increased use of technological activities in the classroom.
- Small group Academic Intervention classes in ESL to target language modalities according to their needs.
- Academic Intervention Services for struggling ELL students and those performing below grade level.
- After School classes to help students on all levels to become familiar with the format of the NYSESLAT.

Implications for LAP in English Language Arts Area

In order to assist our students in both academic achievement and assessment, our plan is to:

- Ensure adequate licensed personnel to deliver instruction as stipulated by NCLB and CR Part 154.
- Foster collaboration between classroom teachers and ESL teachers to create a stable or strong learning community.
- Analyze ELLs data to become well-informed about the performance of each ELL in order to make sound educational decisions.
- Provide opportunities for students to be involved in conversations.
- Incorporate all language modalities during the lesson, for example group discussions and journals.
- Ensure that teachers analyze student's data to identify strengths and weakness and utilize the findings to drive differentiated instruction.
- Encourage teachers to participate on professional development opportunities focusing on instructional strategies for ELLs; such as, Quality Teaching for English Learners and Community Support Learning Organization.
- Ensure that Academic coach works closely with all classroom teachers and ELL teachers to support rigorous instruction
- Implement a print rich environment, use of ESL dictionaries and glossaries in the classrooms.

Implications for LAP in Mathematics Content Area

In order to assist our students in both academic achievement and assessment, there is a variety of solutions that we are working with this year. They embrace the following:

Ensure adequate licensed personnel to deliver instruction as stipulated by NCLB and CR Part 154

- Analyze ELLs data to become well-informed about the performance of each ELL in order to make sound educational decisions.
- Provide opportunities for students to negotiate with mathematics academic language, e.g. reading and solving word problems, interactive word wall
- Incorporating writing as a component of the mathematics lesson, e.g. journals
- Provide opportunities to convey to others problem solving strategies and the justification of their answer
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- Collaboration between content area and ESL teachers to map out student specific needs.
- Encourage Math teachers to participate in professional development opportunities focusing on ELL instructional needs; such as, Quality Teaching for English Learners and Community Learning Support Organization.
- Ensure that the Academic coach works closely with teachers to support rigorous instruction.

Our ESL program is delivered in English. All the services are provided according to the student's grade and proficiency level. ELL students who have reached the proficiency level on the NYSESLAT are given extended time on all State Exams for two years. In the case that the school offers a Reading or Mathematics After School or Saturday program, the former ELLs are strongly encouraged to participate.

NYS CR Part 154 Mandated Number of Units of Support for ELLs, Grades K-8

C. Schools with Dual Language Programs

1. How much time (%) is the target language used for EPs and ELLs in each grade?
2. How much of the instructional day are EPs and ELLs integrated? What content areas are taught separately?
3. How is language separated for instruction (time, subject, teacher, theme)?
4. What Dual Language model is used (side-by-side, self-contained, other)?
5. Is emergent literacy taught in child's native language first (sequential), or are both languages taught at the same time (simultaneous)?

Paste response to questions 1-5 here

NYS CR Part 154 Mandated Number of Units of Support for ELLs, Grades 9-12

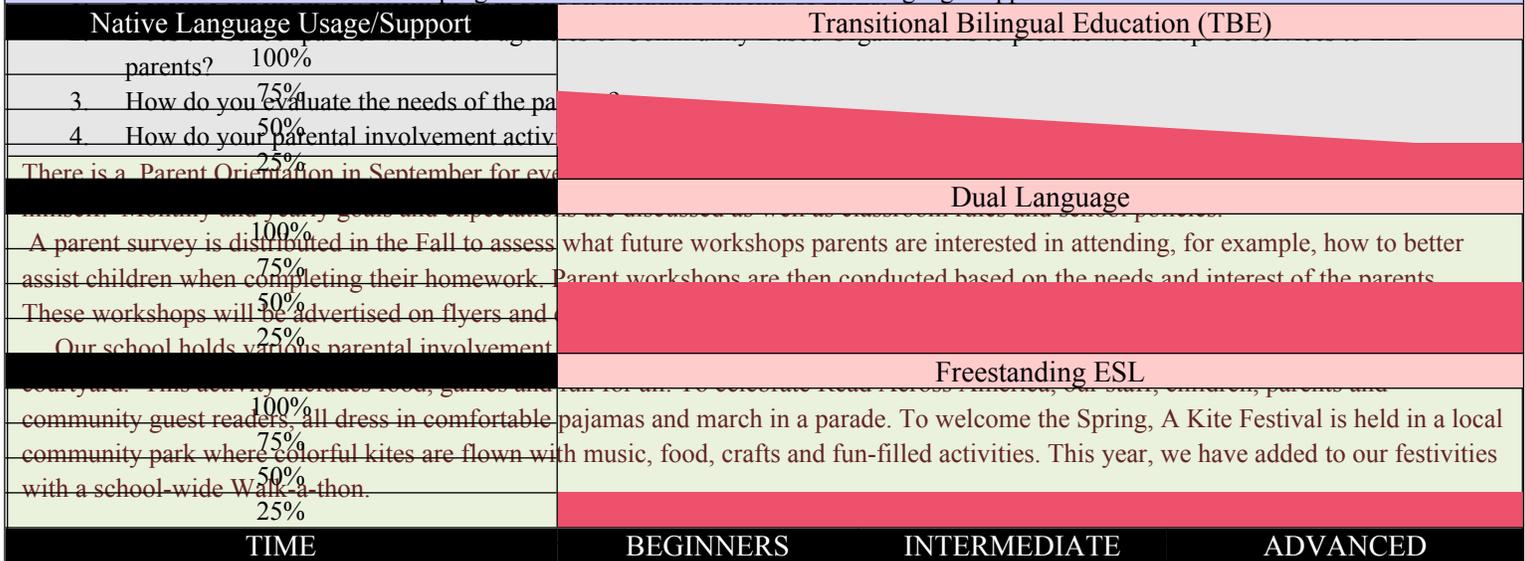
D. Professional Development and Support for School Staff

1. Describe the professional development plan for all ELL personnel at the school. (Please include all teachers of ELLs.)
2. What support do you provide staff to assist ELLs as they transition from elementary to middle and/or middle to high school?
3. Describe the minimum 7.5 hours of ELL training for all staff (including non-ELL teachers) as per Jose P.

Our ELL teacher attends Professional Development Workshops offered by the Community Learning Support Organization on a monthly basis. These workshops provide scaffolding techniques to help our ELL teachers with instruction for our ELL students. These methods are then turn-keyed to each teacher on each grade level during a common congruence period. Our ELL teacher attends weekly congruence meetings in our School Based Support Team room in order to plan effectively and know the daily lessons the students are currently learning. Teachers value the importance of constant communication in order to meet the needs of our English Language Learners.

Native Language Usage and Supports

The chart below is a visual representation designed to show the variation of native language usage and supports across the program models. Please note that native language support is never zero.



TBE and dual language programs have both native language arts and subject areas taught in the native language; ESL has native language supports.

B. Programming and Scheduling Information--Continued

8. Describe your targeted intervention programs for ELLs in ELA, math, and other content areas (specify ELL subgroups targeted). Please list the range of intervention services offered in your school for the above areas as well as the language(s) in which they are offered.
9. Describe your plan for continuing transitional support (2 years) for ELLs reaching proficiency on the NYSESLAT.
10. What new programs or improvements will be considered for the upcoming school year?
11. What programs/services for ELLs will be discontinued and why?

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Implications for LAP in English Language Arts Area

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Additional Information

Please include any additional information that would be relevant to your LAP and would further explain your program for ELLs. You may attach/submit charts. This form does not allow graphics and charts to be pasted.

In order to support learning and foster community involvement, we use a portion of our funding to create supplementary programs for ELLs and their families. These include:

- Rourke's ELL Intervention which provides the ELL teacher the tools to build students' language proficiency, vocabulary, reading comprehension and reading fluency with an emphasis on academic content. The unique combination of prompted oral language lessons combined with sight and sound assisted eBooks, lap books, and student books provides differentiated instruction, models, and practice while students are engaged in Science, Math, and Social Studies.

- The Rosetta Stone program is incorporated into instruction providing hands on technology access to all ELL students.

The English as a Second Language Program provides full service in English. Students are allowed to use their native language with the teacher and/or peers to express an understanding or to ask for clarification. A variety of books are available to support instruction. Students are also welcome to take books home.

C. Schools with Dual Language Programs

1. How much time (%) is the target language used for EPs and ELLs in each grade?
2. How much of the instructional day are EPs and ELLs integrated? What content areas are taught separately?
3. How is language separated for instruction (time, subject, teacher, theme)?
4. What Dual Language model is used (side-by-side, self-contained, other)?
5. Is emergent literacy taught in child's native language first (sequential), or are both languages taught at the same time (simultaneous)?

Paste response to questions 1-5 here

D. Professional Development and Support for School Staff

1. Describe the professional development plan for all ELL personnel at the school. (Please include all teachers of ELLs.)
2. What support do you provide staff to assist ELLs as they transition from elementary to middle and/or middle to high school?
3. Describe the minimum 7.5 hours of ELL training for all staff (including non-ELL teachers) as per Jose P.

Our ELL teacher attends Professional Development Workshops offered by the Community Learning Support Organization on a monthly basis. These workshops provide scaffolding techniques to help our ELL teachers with instruction for our ELL students. These methods are then turn-keyed to each teacher on each grade level during a common congruence period. Our ELL teacher attends weekly congruence meetings in our School Based Support Team room in order to plan effectively and know the daily lessons the students are currently learning. Teachers value the importance of constant communication in order to meet the needs of our English Language Learners.

E. Parental Involvement

1. Describe parent involvement in your school, including parents of ELLs.
2. Does the school partner with other agencies or Community Based Organizations to provide workshops or services to ELL parents?
3. How do you evaluate the needs of the parents?
4. How do your parental involvement activities address the needs of the parents?

There is a Parent Orientation in September for every grade. At this meeting, the teacher has the opportunity to introduce herself, or himself. Monthly and yearly goals and expectations are discussed as well as classroom rules and school policies.

A parent survey is distributed in the Fall to assess what future workshops parents are interested in attending, for example, how to better assist children when completing their homework. Parent workshops are then conducted based on the needs and interest of the parents. These workshops will be advertised on flyers and community posters as well as on our school website. Translation is available.

Our school holds various parental involvement activities. At Halloween time, a Harvest Festival is held in our cafeteria, gym and courtyard. This activity includes food, games and fun for all. To celebrate Read Across America, our staff, children, parents and community guest readers, all dress in comfortable pajamas and march in a parade. To welcome the Spring, A Kite Festival is held in a local community park where colorful kites are flown with music, food, crafts and fun-filled activities. This year, we have added to our festivities

E. Parental Involvement

1. Describe parent involvement in your school, including parents of ELLs.
2. Does the school partner with other agencies or Community Based Organizations to provide workshops or services to ELL parents?
3. How do you evaluate the needs of the parents?
4. How do your parental involvement activities address the needs of the parents?

There is a Parent Orientation in September for every grade. At this meeting, the teacher has the opportunity to introduce herself, or himself. Monthly and yearly goals and expectations are discussed as well as classroom rules and school policies.

A parent survey is distributed in the Fall to assess what future workshops parents are interested in attending, for example, how to better assist children when completing their homework. Parent workshops are then conducted based on the needs and interest of the parents. These workshops will be advertised on flyers and community posters as well as on our school website. Translation is available.

Our school holds various parental involvement activities. At Halloween time, a Harvest Festival is held in our cafeteria, gym and courtyard. This activity includes food, games and fun for all. To celebrate Read Across America, our staff, children, parents and community guest readers, all dress in comfortable pajamas and march in a parade. To welcome the Spring, A Kite Festival is held in a local community park where colorful kites are flown with music, food, crafts and fun-filled activities. This year, we have added to our festivities with a school-wide Walk-a-thon.

Part V: Assessment Analysis

A. Assessment Breakdown

Enter the number of ELLs for each test, category, and modality.

OVERALL NYSESLAT* PROFICIENCY RESULTS (*LAB-R FOR NEW ADMITS)														
	K	1	2	3	4	5	6	7	8	9	10	11	12	TOTAL
Beginner(B)	6	4	2	2	0	2								16
Intermediate(I)	3	3	2	1	0	4								13
Advanced (A)	0	0	0	1	4	0								5
Total	9	7	4	4	4	6	0	0	0	0	0	0	0	34

NYSESLAT Modality Analysis														
Modality Aggregate	Proficiency Level	K	1	2	3	4	5	6	7	8	9	10	11	12
LISTENING /SPEAKING	B	6	1	1	2	0	2							
	I	3	0	2	0	0	0							
	A	0	3	0	0	0	2							
	P	0	3	1	2	4	2							
READING/ WRITING	B	6	4	2	2	0	2							
	I	3	3	2	1	0	4							
	A	0	0	0	1	4	0							
	P	0	0	0	0	0	0							

NYS ELA					
Grade	Level 1	Level 2	Level 3	Level 4	Total
3	0	0	0	0	0
4	0	4	0	0	4
5	1	2	1	0	4
6					0
7					0
8					0
NYSAA Bilingual Spe Ed					0

NYS Math									
Grade	Level 1		Level 2		Level 3		Level 4		Total
	English	NL	English	NL	English	NL	English	NL	
3	0		0		0		0		0
4	0		0		4		0		4
5	0		4		0		0		4
6									0
7									0
8									0
NYSAA Bilingual Spe Ed									0

NYS Science									
	Level 1		Level 2		Level 3		Level 4		Total
	English	NL	English	NL	English	NL	English	NL	
4	1		2		1		0		4
8									0
NYSAA Bilingual Spe Ed									0

New York State Regents Exam				
	Number of ELLs Taking Test		Number of ELLs Passing Test	
	English	Native Language	English	Native Language
Comprehensive English				
Integrated Algebra				
Geometry				
Algebra 2/Trigonometry				
Math				
Biology				
Chemistry				
Earth Science				

New York State Regents Exam

	Number of ELLs Taking Test		Number of ELLs Passing Test	
	English	Native Language	English	Native Language
Living Environment				
Physics				
Global History and Geography				
US History and Government				
Foreign Language				
Other				
Other				
NYSAA ELA				
NYSAA Mathematics				
NYSAA Social Studies				
NYSAA Science				

Native Language Tests

	# of ELLs scoring at each quartile (based on percentiles)				# of EPs (dual lang only) scoring at each quartile (based on percentiles)			
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
	1-25 percentile	26-50 percentile	51-75 percentile	76-99 percentile	1-25 percentile	26-50 percentile	51-75 percentile	76-99 percentile
ELE (Spanish Reading Test)								
Chinese Reading Test								

B. After reviewing and analyzing the assessment data, answer the following

1. Describe what assessment tool your school uses to assess the early literacy skills of your ELLs (e.g., ECLAS-2, EL SOL, Fountas and Pinnell, DRA, TCRWP). What insights do the data provide about your ELLs? How can this information help inform your school's instructional plan? Please provide any quantitative data available to support your response.
2. What is revealed by the data patterns across proficiency levels (on the LAB-R and NYSESLAT) and grades?
3. How will patterns across NYSESLAT modalities—reading/writing and listening/speaking—affect instructional decisions?
4. For each program, answer the following:
 - a. Examine student results. What are the patterns across proficiencies and grades? How are ELLs faring in tests taken in English as compared to the native language?
 - b. Describe how the school leadership and teachers are using the results of the ELL Periodic Assessments.
 - c. What is the school learning about ELLs from the Periodic Assessments? How is the Native Language used?
5. For dual language programs, answer the following:
 - a. How are the English Proficient students (EPs) assessed in the second (target) language?
 - b. What is the level of language proficiency in the second (target) language for EPs?
 - c. How are EPs performing on State and City Assessments?
6. Describe how you evaluate the success of your programs for ELLs.

At P.S. 132, we gather data from a multitude of sources. We utilize E-CLAS II, GROW Reports (NY START), Acuity (Predictives and ITAs), ARIS, State Test Results, ELL Predictives, Student Portfolios, Teacher Observations and Assessments, Parent Surveys and School-wide assessments. Through the use of the above sources, we are able to constantly monitor student growth and achievement. The classroom teachers use E-CLAS as a valuable tool to know their students' strengths and weaknesses, which, in turn, affects their planning and then instruction. The teacher also uses E-CLAS results to properly and effectively group students.

Our administration, teachers, and support staff have utilized spreadsheets to assist us in gathering, analyzing and publishing our data. On a monthly basis, teachers are required to submit data gathered in Literacy, Mathematics, Science and Social Studies. Binders, in turn, are created, providing color coded spreadsheets derived from the data. This allows the administration, teachers, and support staff to have a clear insight into each student's areas of strengths and weaknesses.

We believe that accurate assessment drives strong instruction. We use data to support our ELL learners in reaching their fullest potential. Monitoring ELL student progress on a regular basis allows us to meet the needs of all learners. It is our hope that through this constant and rigorous examination of data, our students will make greater academic strides as they approach grade level.

Additional Information

Please include any additional information that would be relevant to your LAP and would further explain your program for ELLs. You may attach/submit charts. This form does not allow graphics and charts to be pasted.

In order to support learning and foster community involvement, we use a portion of our funding to create supplementary programs for ELLs and their families. These include:

- Rourke's ELL Intervention which provides the ELL teacher the tools to build students' language proficiency, vocabulary, reading comprehension and reading fluency with an emphasis on academic content. The unique combination of prompted oral language lessons combined with sight and sound assisted eBooks, lap books, and student books provides differentiated instruction, models, and practice while students are engaged in Science, Math, and Social Studies.

- The Rosetta Stone program is incorporated into instruction providing hands on technology access to all ELL students.

The English as a Second Language Program provides full service in English. Students are allowed to use their native language with the teacher and/or peers to express an understanding or to ask for clarification. A variety of books are available to support instruction. Students are also welcome to take books home.

Part VI: LAP Assurances

School Name: P.S. 132

School DBN: 14K132

Signatures of LAP team members certify that the information provided is accurate.

Name (PRINT)	Title	Signature	Date (mm/dd/yy)
Beth Lubeck	Principal		10/28/11
Stephanie Korotz	Assistant Principal		10/28/11
Yvonne Garguilo	Parent Coordinator		10/28/11
arilyn Tirado	ESL Teacher		10/28/11
Christa Masullo	Parent		10/28/11
Angela Aragona AIS	Teacher/Subject Area		10/28/11
Christine Myers	Teacher/Subject Area		10/28/11
Tanya Napoli	Coach		10/28/11
	Coach		
Beatrice Vazquez	Guidance Counselor		10/28/11
Ada Orlando	Network Leader		10/28/11
	Other		1/1/01
	Other		1/1/01
	Other		1/1/01

School Name: P.S. 132

School DBN: 14K132

Signatures of LAP team members certify that the information provided is accurate.

Name (PRINT)	Title	Signature	Date (mm/dd/yy)
	Other		1/1/01

LANGUAGE TRANSLATION AND INTERPRETATION 2011-2012

CEP Appendix 7

Requirement under Chancellor's Regulations – for all schools

DBN: 14K132 **School Name:** P.S. 132

Cluster: CFN **Network:** 412

Goal: To communicate whenever feasible with non-English speaking parents in their home language in order to support shared parent-school accountability, parent access to information about their children's educational options, and parents' capacity to improve their children's achievement.

Part A: Needs Assessment Findings

1. Describe the data and methodologies used to assess your school's written translation and oral interpretation needs to ensure that all parents are provided with appropriate and timely information in a language they can understand.

The Parent Coordinator, along with the ELL teacher conducted a survey to each family identifying the number of families in need of translation. The school will determine if the parent's primary language spoken is not English therefore, requiring language assistance in order to communicate effectively. The school will maintain a current record of all parents' primary languages in ATS and on the student's emergency cards. These parents will receive written translation and oral interpretation in their native language.

2. Summarize the major findings of your school's written translation and oral interpretation needs. Describe how the findings were reported to the school community.

The survey showed that 150 families were in need of written translation and oral interpretation in their native language

Part B: Strategies and Activities

1. Describe the written translation services the school will provide, and how they will meet identified needs indicated in Part A. Include procedures to ensure timely provision of translated documents to parents determined to be in need of language assistance services. Indicate whether written translation services will be provided by an outside vendor, or in-house by school staff or parent volunteers.

All written correspondence such as the monthly parent newsletter, parent notices, report cards, etc. will be distributed concurrently in all necessary translations. If the written translation is not provided through the Board of Education, we will use our ELL teacher.

2. Describe the oral interpretation services the school will provide, and how they will meet identified needs indicated in Part A. Indicate whether oral interpretation services will be provided by an outside contractor, or in-house by school staff or parent volunteers.

All PTA meetings, parent workshops, Parent Teacher Conferences, etc will be conducted in all necessary translations. Our ESL teacher, Family Worker and Paraprofessional as well as parent volunteers will provide oral interpretation services as needed.

3. Describe how the school will fulfill Section VII of Chancellor's Regulations A-663 regarding parental notification requirements for translation and interpretation services. Note: The full text of Chancellor's Regulations A-663 (Translations) is available via the following link:
<http://docs.nycenet.edu/docushare/dsweb/Get/Document-151/A-663%20Translation%203-27-06%20.pdf>.

Prior to student's enrollment, the school will determine if the parent's primary language spoken is not English therefore, requiring language assistance in order to communicate effectively. The school will maintain a current record of all parents' primary languages in ATS and on the student's emergency cards. These parents will receive written translation and oral interpretation in their native language. We will provide written translation of all correspondence and oral interpretation during any school meetings or events.

2011-12 Comprehensive Education Plan (CEP): Appendix 8

Title III Supplemental Program for ELLs

Directions: Title III supplemental services for ELLs must include all of the following three components:

- **Direct instruction:** activities must be used to support language development, English and native language instruction, high academic achievement in math, and/or other core academic areas.
 - The Title III supplemental instructional services must be based on student need
 - These supplemental services should complement core bilingual and ESL services required under CR Part 154.
 - Direct supplemental services should be provided for before school, after school, and Saturday programs as well as reduced class-size, and/or push-in services.
 - Teachers providing the services must be certified bilingual education and/or ESL teachers.
- **High quality professional development** that is “of sufficient intensity and duration to have a positive and lasting impact on the teachers’ performance in classrooms.”
 - Professional development activities should be well-planned, ongoing events rather than one-day or short-term workshops and conferences.
- **Parent engagement** and supports must ensure that there are appropriate translation and interpretation services to meet community needs.
 - These are in addition to mandated activities, such as parent orientation during ELL identification process.

For more information on Title III requirements, please see the School Allocation Memo or contact your ELL Compliance and Performance Specialist.

Part A: School Information	
Name of School: P.S. 132	DBN: 14K132
Cluster Leader:	Network Leader: Ada Orlando
This school is (check one): ✱conceptually consolidated (skip part E below) ●NOT conceptually consolidated (must complete part E below)	

Part B: Direct Instruction Supplemental Program Information
The direct instruction component of the program will consist of (check all that apply): ●Before school ✱After school ✱Saturday academy ✱Other: push-in services
Total # of ELLs to be served: 34 Grades to be served by this program (check all that apply): ✱K ✱1 ✱2 ✱3 ✱4 ✱5 ●6 ●7 ●8 ●9 ●10 ●11 ●12
Total # of teachers in this program: 2 # of certified ESL/Bilingual teachers: 2 # of content area teachers: 1

Part B: Direct Instruction Supplemental Program Information

Describe the direct instruction supplemental program here and include the

- rationale
- subgroups and grade levels of students to be served
- schedule and duration
- language of instruction
- # and types of certified teachers
- types of materials

Begin description here: ESL is provided to 34 students within our K-5 population. Students scoring at beginner and intermediate levels receive 360 minutes of instruction within the context of Reading, Writing and Math Workshops. Advanced students receive 180 minutes of ESL instruction per week. We provide a push in/pull out program which is implemented during Reading and Mathematics instruction. The ESL Program mirrors the literacy and mathematics instruction followed throughout the day. Physical Education, Computers, Art, Science & Enrichment instruction is provided to ELLs in English. On staff we have one certified ESL teacher who provides ESL instruction to our ELL students. Our ESL teacher will offer parent orientations at P.S. 132 in early Fall and in the Spring.

In addition to all of the academic support provided to our ELL population throughout the school day, ELL students are offered the opportunity to attend a rigorous After School Program which runs simultaneously with our Academic Test Preparation Program. Our ELL teacher provides additional support, after school hours on Tuesdays & Thursdays, to prepare our ELL students for the Statewide ELA & Mathematics exam. The program services from 10 to 20 students two days a week for one and a half hours each day for 34 weeks. In addition, a Saturday Academy will be offered to all ELL students for 3 hours a day for 4 weeks prior to the Statewide Assessments. The ELL teacher, and another Bilingual certified teacher, will provide small group instruction in the areas of ELA and Mathematics. Title III funds will be used to purchase supplementary libraries, writing materials, software and resource books.

Part C: Professional Development

Describe the school's professional development program for Title III Program teachers as well as other staff responsible for delivery of instruction and services to ELLs.

- rationale
- teachers to receive training
- schedule and duration
- topics to be covered
- name of provider

Begin description here: Our ELL teacher will continue to attend monthly Professional Development Workshops offered by the Children's First Network during the school year. These workshops will provide our ELL teacher with techniques to assist our ELL learners. This information will then be shared with each classroom teacher. In addition, Our ELL teacher will attend grade level meetings as needed. This will allow the classroom teachers the opportunity to share success and concerns with the ELL provider. ELL instructor will provide instructional strategies to assist the classroom teachers better serve their ELL students. P.S. 132 devotes common prep planning sessions to analyze data. Each teacher reviewed their current class' data to help launch instruction based upon every student's individual needs.

Our school continues to be a Schoolwide Enrichment Model, we have purchased numerous

Part C: Professional Development

Professional Development Opportunities with Creative Press. Through this partnership, teachers can attend workshops presented by Barry Orek, Sally Reiss and Joseph Renzulli. These professional development workshops provide our teachers with innovative ways to continue enriching the lives of our students.

We empower our staff to make suggestions regarding the professional development they would like to participate in. Teachers are afforded the opportunity to attend professional development workshops. We understand the importance of sharing their best practices with their colleagues. We also encourage inter-visitations within our own school environment. These inter-visitations are dedicated to visiting a classroom where a teacher is implementing a best practice with a group of students. We feel sharing these practices are crucial for continued growth and development as educators.

Part D: Parental Engagement Activities

Describe the parent engagement activities targeted toward parents of ELLs that will impact higher achievement for ELLs. NOTE: These are in addition to mandated activities, such as parent orientation during ELL identification process.

- rationale
- schedule and duration
- topics to be covered
- name of provider
- how parents will be notified of these activities

Begin description here: ¶In an effort to increase parental engagement with our ELL parents, we will conduct a ELL Parent University on a monthly basis to assist in the following areas; homework help, Common Core State Standards, ELA & Mathematics instruction support & preparing for the NYS Exams. The Academic Coach & ELL teacher will conduct the ELL Parent University. In addition, ELL parents will receive a monthly progress report that will inform parents of their child’s raw score and/ or reading level. In addition, the progress report will also include the areas students are showing progress in and the areas of weakness. ELL Parents are also provided with their ARIS link id and password so that they can continue to keep track of their students’ achievement scores. During parent teacher conferences in the fall, parents in grades 3-5 were given the Acuity website in an effort to have them work their child in the areas of ELA & Mathematics. ¶¶¶¶

Part E: Budget

FOR SCHOOLS NOT CONCEPTUALLY CONSOLIDATED ONLY. Ensure that your Title III budget matches your Title III Plan.

Allocation Amount: \$

Budget Category	Budgeted Amount	Explanation of expenditures in this category as it relates to the program narrative for this title.
Professional salaries (schools must account for fringe benefits) <ul style="list-style-type: none"> • Per session 		

Part E: Budget

FOR SCHOOLS NOT CONCEPTUALLY CONSOLIDATED ONLY. Ensure that your Title III budget matches your Title III Plan.

Allocation Amount: \$

Budget Category	Budgeted Amount	Explanation of expenditures in this category as it relates to the program narrative for this title.
<ul style="list-style-type: none"> Per diem 		
Purchased services <ul style="list-style-type: none"> High quality staff and curriculum development contracts. 		
Supplies and materials <ul style="list-style-type: none"> Must be supplemental. Additional curricula, instructional materials. Must be clearly listed. 		
Educational Software (Object Code 199)		
Travel		
Other		
TOTAL		