



**Department of
Education**

Dennis M. Walcott, Chancellor



2012-2013 COMPREHENSIVE EDUCATIONAL PLAN (CEP)

SCHOOL NAME: SOUTH BROOKLYN COMMUNITY HIGH SCHOOL

DBN (DISTRICT/ BOROUGH/ NUMBER I.E. 01M000): 15K698

PRINCIPAL: JEAN BURKE FOLEY

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SUPERINTENDENT: TAMIKA MATHESON

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
Jean Burke Foley	*Principal or Designee	
Alexandra Zevin	*UFT Chapter Leader or Designee	
Luz Gonzalez	*PA/PTA President or Designated Co-President	
Sheila Gibbs	DC 37 Representative, if applicable	
John Foley Murphy	CBO Representative, if applicable	
Jaqueline Moeser	Member/Parent	
Mikki Hewett	Member/Parent	
Lisa Perez	Member/Parent	
Jennifer Valentine	Member/Parent	
Desiree Rodriguez	Member/Student Representative	
Victoria Oquendo	Member/Student Representative	
Kyleema Norman	Member/Assistant Principal	

** Signature of constituent only indicates participation in the development of the CEP, not approval. Note: If for any reason a SLT member does not wish to sign this plan, he/she must attach an explanation in lieu of his/her signature.

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

The CEP goal-setting is done in collaboration with the school community to support student achievement and the implementation of school-wide goals as well as to document how your school is meeting Federal, State, and City regulations.

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

WHICH SCHOOLS NEED TO COMPLETE THIS?

All Reward, Recognition and In Good Standing schools should identify and submit annual goals and action plans in consultation with their School Leadership Team (SLT).

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 coordinated with 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 aligned with the current citywide instructional expectations.
- 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 use quantitative and/or qualitative data in providing the rationale for each goal. Cite sources that contributed to the rationale, such as the Progress Report, Quality Review, School Survey, NYS Accountability report (SQR, SCRA, 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.

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

- By June 2013, there will be a demonstrated improvement in teacher effectiveness by developing a shared understanding of instructional excellence through a normed understanding of Danielson. This will be achieved through frequent cycles of short classroom visits that are normed to the Danielson Rubric and measured through analysis of written observation reports.

Comprehensive needs assessment

- As outlined in the last SQR, there is a need for our school to promote consistency in differentiation, purposeful groupings and student engagement in order to enable access for all students to learning that is tailored to meet their needs. Rigor is inconsistent, as is understanding of how to provide multiple points of entry for students in order to make material more accessible or challenging as needed. This is also confirmed through student surveys, classroom observations and conversations with instructional staff.

Instructional strategies/activities

By June of 2013, all SBCHS staff will have participated in norming activities for

- Designing coherent instruction (1e);
- Using questioning and discussion techniques (3b);
- Using assessment in instruction (3d).

- a. Individual professional development plans for each teacher with delineated steps for progress and movement to the next level within the continuum will be developed for all instructional staff by the Principal.
- b. All teachers will begin the 2012-1013 school year by self-assessing on selected components of the Teacher Effectiveness Rubric and will formulate goals that will drive differentiated professional plans with individualized goals for each teacher.
- c. School leaders set up and follow a schedule for teacher observation and feedback using the Teacher Effectiveness Rubric and focusing on the various rubric components.
- d. As direct result of observations and teacher needs assessment, individual professional development plans for each teacher with delineated steps for progress and movement to the next level within the continuum will be developed for all instructional staff.
- e. By June of 2013, school leaders will have engaged in cycles of frequent short classroom visits (at least 3-4/teacher/cycle) and provide teachers with formative feedback and professional development to support improved practice in identified competencies (1e, 3b, 3d) of the Danielson framework.
 - a. Teachers will engage in weekly professional development with school leaders and/or network support that will focus on 1e, 3b, or 3d of Danielson.
 - b. Teachers will engage in inter-visitations using 1e, 3b, or 3d as the foundation for their feedback at least once per cycle.

Improvements will be measured by teacher movement along the rubric continuum (ineffective, developing, effective and highly effective) as well as teachers demonstrating implementation of “action steps” as outlined on the Teacher Effectiveness Pilot Observation write-ups that will be given to each teacher after each observation.

Administrators and outside consultants will engage in continuous reflection regarding teacher growth and the state of instruction at SBCHS and respond accordingly with new suggestions and strategies to improve instruction and move teachers forward on the instructional continuum. Strategies include, but are not limited to, differentiated use of PD in-focus, inter-visitations (with subsequent discussion/reflection with teachers involved), organizing learning walks, working with outside consultants to best support teaching staff, suggesting outside PD to teachers. AP will maintain evidence of the above.

Strategies to increase parental involvement

- Parent-teacher conferences will take place at least once per student, per cycle and as needed in order to increase parent understanding of and involvement in the educational process
- Advocate Counselors will conduct daily outreach to parents regarding student attendance and academic progress.
- Continuous outreach will be conducted to parents reiterating our “open door” policy and our willingness to meet with parents at times that are convenient to them (early morning and late evening hours).
- Workshops will be offered to parents on our curriculum, outcomes-based grading, the CCLS, graduation requirements and college and career access.

Budget and resources alignment

- Indicate your school’s Title I status: **School Wide Program (SWP)**

- Select the fund source(s) that your school is using to support the instructional goal.

Tax Levy Title I Title IIA Title III Grants Other

If other is selected describe here:

Additional funding for per-session training will be allocated as needed via fair student funding.

Service and program coordination

- School Leadership will work collaboratively with CFN 107 to conduct workshops and activities that norm instruction to the Danielson rubric for all instructional staff.
- School Leadership will work collaboratively with CFN 107 to develop a school-wide PD plan and rationale.
- School Leadership will work collaboratively with CFN 107 to develop ongoing and sustained differentiated PD plans for each teacher on staff.
- School Leadership will ensure that each teacher has access to ASCD’s on-line PD, PD In-Focus, as well as ARIS Learn and other workshops & coaching opportunities that are tailored to meet individual needs and target areas of weakness among instructional staff.

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

All teachers at SBCHS will create **two** Common Core-aligned units of study with embedded performance tasks. In ELA, Social Studies, Science and the Arts, these tasks will require students to ground reading, writing and discussion in evidence from the text. In Math, these units will require fluency, application, and conceptual understanding. By June 2013, each teacher will have created and taught two CCLS aligned units of study and every student with 80% or better daily attendance will have been engaged in at least two Common Core aligned units of study in each core subject area.

Comprehensive needs assessment

- Although staff members have been introduced to the Core Content Standards, the implementation of Core Content tasks and the existence of Core Content aligned curricula is inconsistent school-wide. In order to prepare for the full implementation of the Core Content Standards, as mandated by the NYCDOE, SBCHS must begin the process of designing, units, tasks and curricula that are aligned to these rigorous standards.

Instructional strategies/activities

- a) Teachers will be trained on Common Core Learning Standards across all subjects
- b) Teachers will begin the revision of existing curricula (aligning to the Common Core Standards) by developing collaborative lessons that incorporate oral and written skills needed for providing evidence to support arguments.(W1 and RI1)
- c) Teachers will also develop collaborative lessons that incorporate oral and written skills needed to read information texts with understanding.
- d) Teachers meet weekly in department teams to assess student work and plan lessons that demand evidence to support a claim.
- e) Teachers meet bi-weekly in department teams to develop a rubric to assess the use of evidence to support a claim.
- f) All teachers will begin to Revise scope and sequence for all core content classes, with specific focus on Social Studies, ELA and Science, through the revision of Cycle 3 Proficiency Targets (aka curriculum maps) to incorporate CCLS and tasks while also addressing literacy and remediation needs of students who are historically truant and out of school youth.
- g) By the end of Cycle 3 (June of 2013) each teacher in ELA, Science and Social Studies will have created two Core Content aligned courses of study with at least one embedded performance task in each. By the end of the cycle, at least 80% of the students with 80% attendance in each class will demonstrate progress in the “use of evidence in writing arguments” and “reading for understanding information texts” area of the rubric developed by teachers (pre-assessment to post-assessment).
- h) By the end of Cycle 3 each Mathematics teacher will have created a Core Content aligned course of study with at least one embedded performance tasks/unit. By the end of the cycle, at least 80% of the students with 80% attendance in each class will complete at least one mathematics task that requires them to “demonstrate their ability to model with mathematics and/or construct and explore the reasoning behind arguments to arrive at a viable solution” as per the rubric developed by teachers (pre-assessment to post-assessment).
- i) Copies of teacher-developed courses of study including 4 “benchmark” units with at least one embedded tasks and corresponding rubric (used for pre- and post-assessments) that are aligned to the Common Core standards will be produced. Proficiency Targets, Units, Tasks and Rubric will be provided as evidence along with samples of student work.

School leaders will facilitate departmental meetings also ensure that teachers, continue to revise existing curricula (aligning to the Common Core Standards) by developing collaborative lessons that incorporate oral and written skills needed for providing evidence to support arguments (W1 and RI1). The Assistant Principal, under direction from the Principal, will facilitate teacher record keeping by introducing and monitoring teacher generated curriculum binders throughout the school year that will be handed in at the end of the year to the Principal.

Strategies to increase parental involvement

- Parent-teacher conferences will take place at least once per student, per cycle and as needed in order to increase parent understanding of and involvement in the educational process
- Advocate Counselors will conduct daily outreach to parents regarding student attendance and academic progress.
- Continuous outreach will be conducted to parents reiterating our “open door” policy and our willingness to meet with parents at times that are convenient to them (early morning and late evening hours).
- Workshops will be offered to parents on the Core Content Standards, graduation requirements and college and career access.

Budget and resources alignment

- Indicate your school’s Title I status: **School Wide Program (SWP)**
- Select the fund source(s) that your school is using to support the instructional goal.

Tax Levy Title I _____ Title IIA _____ Title III _____ Grants _____ Other

If other is selected describe here:

Service and program coordination

- Monies allocated to CFN 107 will fund our Achievement Coach, who is used as a coach to assist teachers in becoming well versed in the CCLS and in designing tasks and units that incorporate the CCLS. In addition, our Assistant Principal will be paid through a combination of Fair Student Funding and Title I funding sources. Additional time for teacher professional development and for writing new and revising and improving existing curricula to incorporate the CCLS will also be funded through ARRA RTTT Citywide Instructional Expectation Funding. NYSTL monies will be allocated for the improvement of classroom libraries to incorporate non-fiction, texts that are aligned with and support the implementation of the CCLS.

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

- SBCHS will overhaul its current grading policy and shift to an Outcomes-based, mastery-driven grading system. By June 2013, SBCHS will have fully implemented a school-wide Outcomes-driven grading policy, which will be evidenced by a new student progress report (report card) format.

Comprehensive needs assessment

- As outlined in the last SQR, there is a need for increased rigor throughout the school. We believe that our former grading policy focused more heavily on behaviors (class participation, homework completion) rather than what students actually know and are able to do. This was also confirmed through conversations with students, classroom observations and conversations with instructional staff.

Instructional strategies/activities

By September 2012, 100% of SBCHS teachers will be trained on Outcomes-based grading and will have established outcomes for each of their classes. The outcomes will be applied to their grading process and reflected on the students' report card. Student report cards will be segmented by outcomes, rather than traditional categories (HW, class work, participation etc.) AP will ensure that PowerSchools supports this process and will also monitor teacher grade books to ensure that they are aligned with the Outcomes process.

All teachers will have identified 5- main outcomes for each of their classes and will have set up grade books utilizing PowerSchool that reflect these outcomes. Teachers will also work to create outcomes subcomponents that will be applied to each assignment in a 1-1 ratio between the Outcomes subcomponent and the assessment.

Curriculum maps, lesson plans, benchmark targets and assessments will all reflect the shift to an Outcomes-driven system. AP will monitor these documents and hold teachers accountable for making this shift.

School leaders will serve as liaisons between SBCHS and outside consultants to improve the use of Outcomes at the school. School leaders will facilitate Ongoing conversations with teachers to modify outcomes every cycle to reflect the collaboration between teachers, increased knowledge of Outcomes-based grading, Common Core and the application of rubrics to all assessment under ReDesign's and Eskolta's tutelage and that of the Principal .

Updated Report cards will be rolled out to students in one-on-one settings through meetings with their Advocate Counselors. Teachers will also conduct one-on-one grade meetings with their students to ensure full comprehension of the new system and full understanding of grade reports. AP will assist the principal in monitoring both processes.

By June 2013, PowerSchool will be converted to an Outcomes system, which will be evidenced by observing the structure of PowerSchool grade books, student report cards, as well as the written grading policy of the school.

Strategies to increase parental involvement

- Parent-teacher conferences will take place at least once per student, per cycle and as needed in order to increase parent understanding of and involvement in the educational process
- Advocate Counselors will conduct daily outreach to parents regarding student attendance and academic progress.
- Continuous outreach will be conducted to parents reiterating our "open door" policy and our willingness to meet with parents at times that are convenient to them (early morning and late evening hours).
- Workshops will be offered to parents on the use of Outcomes as opposed to more traditional percentage/behavior driven systems.

Budget and resources alignment

- Indicate your school's Title I status: **School Wide Program (SWP)**
- Select the fund source(s) that your school is using to support the instructional goal.

Tax Levy Title I Title IIA Title III Grants Other

If other is selected describe here:

SBCHS will participate in the Transfer School Common Core Institute (TSCCI) which will partially cover the cost of consultants from Eskolta and ReDesign, as well as teacher per-session to support the learning and structures necessary to make this shift.

Service and program coordination

- School administrators will work in conjunction with TSCCI personnel, as well as coaches from Eskolta and ReDesign to train staff and implement an Outcomes driven grading system at the school. .
- The Assistant Principal will work as a liaison between consultants and teaching staff under the guidance of the Principal. The Assistant Principal and teaching staff will attend meetings, professional development opportunities and inter-visitations in order to make the shift to Outcomes-based grading.

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

- SBCHS will begin to implement Blended Learning in various classrooms throughout the school. By June of 2013, at least 50% of the teaching staff will have successfully implemented aspects of ILearn or of BadgeStack in at least one of their classes and will have participated in the digital EXPO where students who have completed the course will obtain their laptop and internet services.

Comprehensive needs assessment

- As outlined in the last SQR, there is a need for our school to promote consistency in differentiation for purposeful groupings and student engagement in order to enable access for all students to learning that is tailored to meet their needs. Rigor is inconsistent, as is understanding of how to provide multiple points of entry for students in order to make material more accessible or challenging as needed. This is also confirmed through student surveys, classroom observations and conversations with instructional staff. We believe that blended learning will provide students and teachers with an opportunity to access differentiated content and instructional methodologies that will foster academic success. We hope to increase credit accumulation through this endeavor.

Instructional strategies/activities

Returning teachers to SBCHS will engage in ongoing Blended Learning professional development beginning with summer academies that will take place throughout July and August.

During the month of August, the ELA department will meet to develop a blended learning on-line “gateway” course that all new students to SBCHS will be required to take upon entry to the school.

September-June, teachers will devote common planning time to getting the curriculum up and running, troubleshooting, setting up courses and working in collaboration with both ILearn and Connected Foundations personnel to build and troubleshoot courses.

Teachers will attend PD both in house and off-site. Additional support will be provided by the AP instruction, as well as central DOE staff.

A Digital Expo will be conducted in December to showcase student work created in a blended learning format and approximately 1/3 of the student population will obtain a laptop and internet services. AP will work with teachers to facilitate a Digital Expo that will be conducted to showcase student work created in a blended learning format. Student participation will be incentivized through a laptop give-away through CFY for those who complete a digital learning course and showcase work in the Expo.

By June 2013, at least 50% of the teaching staff at SBCHS will have successfully implemented at least 3 elements of blended learning (message boards, screen casts, badge quests etc.) at least 2 times per week in at least 1 of their classes.

This will be evidenced by student work samples, curriculum that can be viewed via the digital platform and through the observation process. School leaders will ensure that this evidence is reflected in the curriculum binders submitted by all teaching staff.

Strategies to increase parental involvement

- Parent-teacher conferences will take place at least once per student, per cycle and as needed in order to increase parent understanding of and involvement in the educational process
- Advocate Counselors will conduct daily outreach to parents regarding student attendance and academic progress.
- Continuous outreach will be conducted to parents reiterating our “open door” policy and our willingness to meet with parents at times that are convenient to them (early morning and late evening hours).
- Workshops will be offered to parents on the Core Content Standards, graduation requirements and college and career access.

- Digital Expos will be held at the culmination of each cycle to showcase student work and parents/family members are invited to attend.
- Students who complete Badgestack courses will receive free laptops and parents of students who complete the Expo will qualify for wireless service at free or reduced rates, which will bring internet connectivity to their homes
- Workshops will be presented by CFY to families when they receive their new computers.

Budget and resources alignment

- Indicate your school's Title I status: **School Wide Program (SWP)**

- Select the fund source(s) that your school is using to support the instructional goal.

Tax Levy Title I Title IIA Title III Grants Other

If other is selected describe here:

Funding of the ILearn and Connected Foundations programs by Central will support teacher PD and the purchase of hardware needed to conduct these blended learning courses.

Service and program coordination

- School administrators will work in conjunction with ILearn and Connected Foundations representatives and coaches to train staff and implement blended learning programs at the school.
- A Lead teacher will be selected to work as a teacher facilitator of this blended learning pilot
- SBCHS will be a member of the Olympus Cohort of ILearn schools. We will attend meetings, professional development opportunities and inter-visitations in order to share promising practices and implement blended learning at our school.

ACADEMIC INTERVENTION SERVICES (AIS)

Schools need to maintain accurate records of students, who are receiving Academic Intervention Services. These records need to be made available upon request and indicate the total number of students receiving AIS in each subject area listed below and for each applicable grade in your school.

Type of Academic Intervention Services (AIS)	Description		
	Type of program or strategy (e.g. repeated readings, interactive writing, etc.)	Method for delivery of service (e.g., small group, one-to-one, tutoring, etc.)	When the service is provided (e.g., during the school day, before or after school, etc.).
ELA	Students who are performing below high school level or who have failed the ELA Regents are identified by teachers and counselors. Several levels of assistance are available. Identified students may be scheduled for after school one on one tutoring with a teacher from our school or from a contracted tutoring service. All teachers are available twice weekly in a drop-in format to provide students with individual help. A targeted, very small writing class is scheduled during the school day for students who are in greatest need. All student progress is monitored by staff in monthly conferencing sessions.	Small group or one-to-one tutoring	During the 37.5 minutes after school, during lunch or study hall periods
Mathematics	As above, - One on one tutoring - Twice weekly drop-in assistance - Monitoring in monthly conferencing sessions	Small group or one-to-one tutoring	During the 37.5 minutes after school, during lunch or study hall periods
Science	As above, - One on one tutoring - Twice weekly drop-in assistance - Monitoring in monthly conferencing sessions	Small group or one-to-one tutoring	During the 37.5 minutes after school, during lunch or study hall periods
Social Studies	As above, - One on one tutoring - Twice weekly drop-in assistance - Monitoring in monthly conferencing sessions	Small group or one-to-one tutoring	During the 37.5 minutes after school, during lunch or study hall periods
At-risk services (e.g. provided by the Guidance Counselor, School Psychologist, Social	As in our other interventions, there are several levels of counseling intervention for our students. The most basic, and most important, is the relationship of the student and the counselor from our community based organization, Good Shepherd Services. Students	Small group or one-to-one tutoring	During the 37.5 minutes after school, during lunch or study hall periods

<p>Worker, etc.)</p>	<p>meet weekly with their counselors, who monitor attendance, contact parents and provide a critical first line of intervention for our students' social and emotional needs. In addition, students meet with their Good Shepherd counselors twice a week in group sessions, examining situations common to them all, including post high school planning, overcoming roadblocks they encounter in completing school and academic planning. The next level of counseling is the referral to Good Shepherd Services for individual or family counseling for those youngsters in need of more intensive intervention.</p> <p>For our students with Individual Educational Plans, a Department of Education counselor meets with those mandated for counseling once a week as delineated on their Imp's.</p> <p>In addition, all of our guidance counselors are involved in the identification and monitoring processes that determine academic scheduling and interventions.</p>		
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HIGHLY QUALIFIED TEACHERS (HQT)

Teaching candidates are hired centrally by the NYCDOE. As described in the NYCDOE Consolidated Application, this process ensures that all NYCDOE teachers meet State eligibility requirements. Schools, in turn, ensure that teachers are HQT, as defined by NCLB

Describe the strategies and activities including strategies for recruitment, retention, assignments and support including High Quality professional development that ensures staff is highly qualified.

Recruitment

- SBCHS works closely with our CFN and Central DOE to recruit talented instructional staff. We rely heavily on their recruitment efforts. We use the New Teacher Finder, reach out to our recruitment officer and attend DOE sponsored job fairs to recruit Highly Qualified Teachers.
- In house, we cultivate linkages with colleges, Teach for America, Math for America and Teaching Fellows to attract Highly Qualified Teachers.
- We use “work of mouth” referrals from trusted sources to reach out to Highly Qualified Teachers who may be interested in working with us.
- We strive to cultivate a leaning community where instructional excellence, teacher collaboration and professionalism are the norm. We believe that “like deals with like” and that the best way to attract and retain outstanding teachers is to build a culture of excellence where only hard-working, capable teachers will want to work.

Retention

- We believe that retention begins with a fair, supportive work environment where all staff members are held equally to high professional standards, while given the tools and support necessary to hone their skills.
- Teachers teach 4 classes and preps are generally limited to two in order to maintain a manageable workload for teaching staff.
- Ongoing and sustained PD (see below) is provided to each staff member and is differentiated to meet the needs of individual teachers, regardless of years of service.
- Small class sizes keep the monitoring of student progress manageable while cultivating meaningful relationships with students.
- Small school environment fosters a sense of community, where we are all accountable to one another.
- Support regarding attendance outreach and academic advisement is provided to teachers through our collaboration with GSS -the vastly important, yet time consuming task of parental outreach is a shared responsibility between GSS and DOE staff.

Professional Development

- We work to provide high quality, relevant PD that begins with a comprehensive needs assessment and is differentiated to meet the needs of all teachers. PD is not “one size fits all” and occurs via the following:
 - Full teaching staff collaboration and sharing of promising practices, examination of student work and utilization of data points to foster reflection and instructional improvement.
 - Departmental collaboration and sharing of promising practices, examination of student work and utilization of data points to foster reflection and instructional improvement.
 - Collaboration with and workshops hosted by Good Shepherd Services (GSS)
 - Collaboration with and workshops hosted by our CFN, CFN 107
 - Participation in the Transfer School Common Core Institute (TSCCI)
 - Participation in workshops and collaborative work groups with fellow ILearn schools
 - Participation in workshops and collaborative work groups with Connected Foundations.
 - Work with outside consultants from Eskolta and ReDesign
 - Work with our CFN achievement coach
 - Collaboration with teaching artists form Dance Theatre Etc. (DTE)
 - Conferences sponsored by professional organizations such as ASCD
 - PD in Focus, ASCD’s on-line PD resource
 - Ongoing support and coaching by lead teachers and mentor teachers
 - Ongoing support and coaching by school administrators.

**DIRECTIONS AND GUIDANCE FOR DEVELOPING OR UPDATING
THE PARENT INVOLVEMENT POLICY (PIP) (A REQUIREMENT FOR TITLE I SCHOOLS ONLY)**

The template below meets the parental involvement requirements of Title I. Your school is encouraged to use the template below to update your school's current policy or replace it entirely with a Parent Involvement Policy created by your school that meets federal requirements. The activities and/or strategies included in your school's policy should align with current CEP goals for improving student achievement.

The PIP should describe how your school will plan and implement effective parent involvement activities and/or strategies 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. Schools are encouraged to include feedback from the Parent Coordinator when updating the policy. In addition, if your school community will be engaged this year in central parent involvement initiatives, such as Parent Academy, which will provide training for school communities to help strengthen family-school partnerships, please be sure to include these activities in your policy.



South Brooklyn Community High School

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Brooklyn NY 11231
Phone: 718-237-8902 Fax: 718-422-1927



Jean Burke Foley
Principal

John Foley-Murphy
Director

PARENT INVOLVEMENT POLICY (PIP)

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;



Jean Burke Foley
Principal

John Foley-Murphy
Director

***SCHOOL-PARENT COMPACT
2012-2013***

South Brooklyn Community High 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. This compact will be in effect for the 2012-2013 school year.

- I.
- II. **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;

III. 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;

IV. 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.

SIGNATURES:

_____	_____	_____
SCHOOL	PARENT(S)	STUDENT
_____	_____	_____
DATE	DATE	DATE

(Please note that signatures are not required)

As per an agreement with New York State Education Department, all schools will be required to develop and submit new Language Allocation Policies (LAP) and Translation and Interpretation Plans every other year.

For the 2012-13 school year, schools may continue to use, modify or revise the 2011-12 LAP and/or the 2011-12 Translation and Interpretation Plan.

**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 Alexis Penzell	District 15	Borough Brooklyn	School Number 698
School Name type here			

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

Principal Jean Burke Foley	Assistant Principal N/A
Coach N/A	Coach N/A
ESL Teacher N/A	Guidance Counselor Jonathan Roberts
Teacher/Subject Area Elaine Ciccione / English	Parent Eileen Lada
Teacher/Subject Area Wayne Embacher/SpEd	Parent Coordinator John Foley-Murphy
Related Service Provider n/a	Other
Network Leader Alexis Penzel	Other

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	0	Number of certified bilingual teachers	0	Number of certified NLA/foreign language teachers	1
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	1
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	150	Total Number of ELLs	3	ELLs as share of total student population (%)	2.00%
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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. 

South Brooklyn Community High School is a transfer school for the New York City Department of Education, so the HLIS is never a requirement. We identify our students from their results on the Lab or previous year's NYSESLAT examinations. Each of our students is assigned a Good Shepherd Services counselor on admission (each counselor has a caseload of 25 students). That counselor is the primary contact person with parents of our 16 - 21 year old students. Parents of students with ESL requirements are notified by the counselor, in the language of the student, in our case only Spanish for the past 5 years, of the student's eligibility and what our offerings are. This is done within the first 40 days from admission. We do not have a formal ESL program. Our students in need of academic intervention for all reasons are served under our team teaching and tutoring intervention model. All students in need of intervention, regardless of cause, are served by our intervention team, which draws up individual plans for each student and ensures that the plans are implemented. Our ELL students are generally students who are very conversant in English as well as their native language, but are suffering from deficits in background information, vocabulary and reading and math proficiency. Some of this may be from language difficulty, but the response to intervention, in our experience, parallels that of our non-ELL students who have similar deficits. Parents are kept informed at least monthly through contacts from the Good Shepherd Services counselor assigned to each student. Most counselors are bi-lingual, but translators are readily available for those who are not. Parents of our ELL students are made aware at intake that we offer no traditional ELL programs, and are informed of our intervention offerings. Since they know from our reputation that we will work closely with them to ensure that their child will graduate from high school and their student has been unsuccessful in a traditional setting, with traditional services, they are adamant that they want their student enrolled at SBCHS. We ensure that they are in favor of the intervention we offer.

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 type="checkbox"/>	No <input checked="" type="checkbox"/>	If yes, indicate language(s):
Dual language program	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	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														0
Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0

B. ELL Years of Service and Programs

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

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
Dual Language											0
ESL							3		2		3
Total	0	0	0	0	0	0	3	0	2		3

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

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
Urdu														0
Arabic														0
Haitian														0
French														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
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			2				1		3	0
Chinese									0	0
Russian									0	0
Korean									0	0
Haitian									0	0
French									0	0
Other									0	0
TOTAL	0	0	2	0	0	0	1	0	3	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: ____
Native American: ____	White (Non-Hispanic/Latino): ____
	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											2		1	3
Chinese														0
Russian														0
Bengali														0
Urdu														0
Arabic														0
Haitian														0
French														0
Korean														0
Punjabi														0
Polish														0
Albanian														0
Other														0
TOTAL	0	2	0	1	3									

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?

As noted above, our services for our ELL students are folded into our Academic Intervention students. We use case conferencing, team teaching and push in models to serve our intervention students. An individual plan is made for each student for each cycle and is reviewed bi-weekly to ensure that students are receiving needed assistance to achieve their educational goals. Most of our classes are heterogeneous and ungraded, except in those high school classes that are sequential, like Math, in which only the most proficient students are offered courses beyond the minimum high school requirements. All of our students come to us over aged and under credited. All of

A. Programming and Scheduling Information

our ELL students are long term ELL students, whose difficulties are related to academic needs. Our ELL students with special needs are served through our intervention services and our co-teacher program. Those in need of special test conditions, such as extended time and special location for testing are identified on the Individual Education Plan or through the 504 process.

Courses Taught in Languages Other than English ⓘ

NOTE: This section refers to classes/subject areas in which the language of instruction is English and another language which all students in the class speak. Do not include:

- classes that are taught in English using books in the native language
- heritage classes
- foreign language (LOTE) classes

Class/Content Area	Language(s) of Instruction		Class/Content Area	Language(s) of Instruction
Native Language Arts	n/a			
Social Studies:	n/a			
Math:	n/a			
Science:	n/a			

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

	Beginning	Intermediate	Advanced
ESL instruction for <i>all</i> ELLs as required under CR Part 154	360 minutes per week	360 minutes per week	180 minutes per week
ELA instruction for <i>all</i> ELLs as required under CR Part 154			180 minutes per week
FOR TBE /DL PROGRAMS: Native Language Arts	60-90 minutes per day	45-60 minutes per day	45 minutes per day

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

	Beginning	Intermediate	Advanced
ESL instruction for <i>all</i> ELLs as required under CR Part 154	540 minutes per week	360 minutes per week	180 minutes per week
ELA instruction for <i>all</i> ELLs as required under CR Part 154			180 minutes per week
FOR TBE /DL PROGRAMS: Native Language Arts	45 minutes per day	45 minutes per day	45 minutes per day

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)

100%	
75%	
50%	
25%	
	Dual Language
100%	
75%	
50%	
25%	
	Freestanding ESL
100%	
75%	
50%	
25%	
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.	

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?

South Brooklyn Community offers tutoring, team teaching and classroom support services for ELL students. Our team teaching services are limited to ELA and mathematics, with a second teacher in each classroom containing our targeted population to receive the support they need to become proficient in the skills they need to be successful in passing the Regents' examinations needed for graduation from high school. In addition, we offer an after-school credit recovery and a last period tutoring to all students in need of support. Our ELL students fall well within the range of students we attract, so no specific programs are needed to ensure their integration into the mainstream of the school. They are a part of our student council and intramural sport programs, as well as the various club and special events offered. All of our ELL students are 6+ year students, with English skills that equal or exceed their native language skills. Most are literate only in English, although, with language instruction, many perform well on the Spanish Regents; and are encouraged to take part in the preparation and execution of the native language Regents exams, in part to allow for a much-needed feeling of success, since many of the Regents' exams are very difficult for them and must be taken repeatedly before success is achieved.

C. Schools with Dual Language Programs

<ol style="list-style-type: none"> 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)?
N/A

D. Professional Development and Support for School Staff	
<ol style="list-style-type: none"> 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. 	
N/A	

E. Parental Involvement	
<ol style="list-style-type: none"> 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? 	
<p>South Brooklyn Community High School requires each applicant to our school to have a parent sponsor who agrees to work in partnership with us to ensure that their students graduates. be a partner with their older children in achieving the educational level aspired to, in the case of our students, starting with a high school diploma. Our students are assigned a Good Shepherd Services counselor on admission. In addition, an academic counselor is provided as part of the IEP, ELL and 504 support to ensure that all parents and students are aware of the strengths and challenges that their children have achieved or are facing. Our CBO provides for ongoing support for both parents and students in achieving their goals.</p>	

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)														0
Intermediate(I)														0
Advanced (A)													1	1
Total	0	0	0	0	0	0	0	0	0	0	0	0	1	1

NYSESLAT Modality Analysis

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

NYS ELA

Grade	Level 1	Level 2	Level 3	Level 4	Total
3					0
4					0
5					0
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
4									0
5									0
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									0
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				
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 1-25 percentile	Q2 26-50 percentile	Q3 51-75 percentile	Q4 76-99 percentile	Q1 1-25 percentile	Q2 26-50 percentile	Q3 51-75 percentile	Q4 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.

All of our students participate in taking the Regents examinations, and as such, take diagnostic and predictive interim assessments. Students work with support teachers (literacy and special education) to work on need areas in preparation for the examinations and classwork. There are only three students identified as ELL at our school and it is possible to provide one-on-one services at this time. The great majority of our students struggle with Regents' examinations and this is no different for our students who are currently entitled to ESL services. We closely monitor our ELLs and keep tabs on their academic needs, as we monitor all of our students, and provide timely intervention and support around both school benchmark exams and around standardized tests. Our ELL who is in 12th grade will be graduating in June and, although he is still testing at the advanced level on the NYSESLAT, he has passed the ELA and is now doing intensive work in math to meet graduation requirements and to also pass the Algebra Regents. The our other two ELLs are bilingual and have literacy issues in both Spanish and English, with their English skills being the stronger of the two, which calls into question their very status as ELLs. These students are long-term, complicated ELLs who have been truant and out of school. Their academic difficulties stem more from the large gaps that they have in their education rather than from second language interference. Success for all of our students is measured by via successful benchmark results, passing their courses and, of course, receiving a local or Regents' high school diploma.

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.

It is important to recognize that our population consists solely of students who have not been successful in a traditional academic setting. For our ELLs, this means that they were in schools with traditional ESL programs, which are supposed to be designed to meet their academic needs, but did not and our students dropped out as a result. In the 10 years that our school has been operating, we have learned that our students who are still entitled are best served by literacy specialists. This approach has been successful and our entitled students graduate at the same or higher rate as the rest of our population.

Part VI: LAP Assurances

School Name: _____		School DBN: _____	
Signatures of LAP team members certify that the information provided is accurate.			
Name (PRINT)	Title	Signature	Date (mm/dd/yy)
Jean Burke Foley	Principal		12/1/11
N/A	Assistant Principal		12/1/11

School Name: _____

School DBN: _____

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

Name (PRINT)	Title	Signature	Date (mm/dd/yy)
John Foley-Murphy	Parent Coordinator		12/1/11
N/A	ESL Teacher		1/1/01
Eileen Lada	Parent		12/1/11
Wayne Embacher	Teacher/Subject Area		12/1/11
Elaine Ciccione	Teacher/Subject Area		12/1/11
N/A	Coach		1/1/01
N/A	Coach		1/1/01
Jonathan Roberts	Guidance Counselor		12/1/11
Alexis Penzell	Network Leader		12/1/11
	Other		1/1/01

LANGUAGE TRANSLATION AND INTERPRETATION 2011-2012

CEP Appendix 7

Requirement under Chancellor's Regulations – for all schools

DBN: **15K698** School Name: **South Brooklyn Community HS**

Cluster: _____ Network: **563**

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.

Most parents in our school speak either English or Spanish or both. Our Principal, Assistant Director, College Coordinator, the GSS office secretary and two advocate counselors are all fluent in written/spoken Spanish, and provide parents with translations of school communications. In addition, during our school intake process, students whose parents only speak or prefer to communicate in Spanish have been matched with an advocate counselor who is Spanish speaking. All communications sent home are automatically send home in both English and in Spanish. We translate all materials in house at present. Should the need arise for a translation other than Spanish, we will utilize DOE translation services.

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.

We automatically send all communications to parents in both English and in Spanish. Since we know each of our parents personally, we know who the parents are who only speak Spanish or who are more comfortable conducting meetings and conferences in Spanish. A students' advocate counselor will organize any translation that is needed between parents and staff members. The school community is well-versed in this policy.

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.

We automatically send all communications to parents in both English and in Spanish. We write all correspondence in both languages as a matter of course. Should parents need assistance with school paperwork, college applications or financial aid, we can provide assistance with translation on very short notice given the number of staff who are also bilingual.

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.

Interpretation is also done in house. When appropriate, we have used the translation services provided by the DOE.

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>.

Parent translation needs are assessed at student intake and, if necessary, students are placed in the group of a Spanish speaking Advocate Counselor (who is the primary contact between the school and the home). To date we have not had other language barriers to contend with. Should other language needs arise, we would notify parents of the Chancellors Regulation and devise a plan to provide translation and interpretation as needed at the time of student intake.

