



THE NEW YORK CITY DEPARTMENT OF EDUCATION

JOEL I. KLEIN, *Chancellor*

OFFICE OF THE CHIEF FINANCIAL OFFICER

52 Chambers Street, New York, NY 10007

BRUCE E. FEIG

Chief Financial Officer

SCHOOL ALLOCATION MEMORANDUM NO.82, FY06

DATE: November 10, 2005

TO: INSTRUCTIONAL LEADERSHIP DIVISION (ILD) SUPERINTENDENTS,
REGIONAL OPERATION CENTER EXECUTIVE DIRECTORS, and
SCHOOL PRINCIPALS

FROM: Bruce E. Feig

SUBJECT: Funding Allocation for Regional ELL Parent Conferences

The Office of English Language Learners (ELLs) is allocating Title III funds to support your Regional ELL Parent Conferences. Conferences ensure that all ELL parents have the opportunity to receive necessary information for supporting their children academically. These funds supplement the Title III funds available to you to increase parental involvement.

No Child Left Behind Mandate

Both No Child Left Behind (NCLB) and the New York City Department of Education *Children First* reforms require schools to reach out and involve families of ELLs in order to meet the following goals:

- Shared parent-school accountability;
- Parent access to information about their children's educational options; and,
- Parent's capacity to improve their children's achievement.

Title III Mandate

Each eligible entity using funds provided under this title to provide a language instruction educational program shall implement an effective means of outreach to parents of ELLs to inform them of how they can:

- Participate in the education of their children;
- Assist their children as they learn English;
- Help their children to achieve at high levels in core academic subjects; and,
- Help their children meet the same challenging State academic content and student achievement standards that all children are expected to meet.

Each region is responsible for using this special parent allocation for the activities stated in the parents' conferences parameters. Please follow these parameters when managing these funds:

- Regional Conference should be held between September and December.
- Regional conference should have at least 300 ELL parents participating.
- Workshops should be provided in the languages that meet the needs of the community.
- Conferences should have a general session with a keynote speaker.
- Conference flyers should be disseminated in different languages.
- The General Session should have interpreters in the languages of the community.
- Collaboration between ELL RIS and Director of Parent Support is required (see attached).

The following topics should be presented:

- ELL Parent Information Case (EPIC)
- Parent Choice for ELL programs
- Language Allocation Policy
- CR Part 154 and Title III
- How to help your child with Math
- How to help your child with Literacy
- High School admissions
- High School graduation requirements
- Assessments
- Promotional Policy: 3rd, 5th and 7th grades

Required Documents:

Regions are required to submit the agenda (flow of the day and list of workshops) and budget narrative attached in order to be able to use the parent conference allocation. Please send the required documents to Lissette Colón to Lcolon3@nycboe.net two weeks prior to the event. Please be advised that Regions are required to submit copies of attendance sheets the day after of the event.

If you have any queries please contact Lissette Colón at Lcolon3@nycboe.net or 212-374-0265.

The Regional ELL allotments were allocated to the district S-locations and are presented on the attached table. Allotments should be scheduled into Galaxy in the allocation category: [Title III LEP](#).

Attachment:

BF:BGF:ST

Cc: Carmen Fariña
Andres Alonso
Brian Osborne
Maria Santos
Jemina Bernard
Lissette Colón
Yamaris Vazquez
Venus Velez
Local Instructional Superintendents
ELL Regional Instructional Specialists
Senior Grants Officers

Regional ELL Parent Conference Allocation

Region	Location	Allocation
01	10XS10	\$10,000
02	11XS11	6,000
03	25QS25	10,000
04	30QS30	10,000
05	19KS19	10,000
06		0
07		0
08	14KS14	10,000
09	02MS02	10,000
10	06MS06	10,000
75	97E690	10,000
Total		\$86,000