

SCHOOL ALLOCATION MEMORANDUM NO. 127, FY 2016

DATE: May 16, 2016

TO: Community Superintendents
High School Superintendents
Borough Field Service Center Teams
School Principals

FROM: Raymond J. Orlando, Chief Financial Officer

SUBJECT: Model Dual Language Enrichment (DLE) Program Planning & Principal Pre-Planning Institute – FY17

This memorandum accompanies resources that support the federal Title III initiatives for FY 2015-16. Title III LEP funds will be provided to 15 selected Model Dual Language Enrichment (DLE) programs to plan for FY 2016 - 2017 and to participate in a Principals' Pre-Planning Institute. School allocations are summarized on the attached tables.

Model Dual Language Enrichment (DLE) Programs

DLE programs provide instruction in two languages to support students in achieving and/or maintaining bilingualism, bi-literacy, and attaining cross-cultural understandings. Students become proficient in reading, writing, and speaking in English and in the target language of the program.

In the 2015-16 school year Model Dual Language Enrichment (DLE) programs provided guidance and advice to new and/or expanding programs. The 15 Model Programs will continue to provide this guidance in the 2016-17 School Year. To assist schools in pre-planning for these activities, DELLS is providing \$10,000 to each of the 15 Model Dual Language Enrichment (DLE) Programs. These funds will also be used for expenses related to the "Principal Pre-Planning Institute" as described below.

Model Dual Language Enrichment Program – Principal Pre-Planning Institute (April - June, 2016)

The Model Dual Language Enrichment Program Principal Pre-Planning Institute seeks to convene a team of administrators from across all 5 boroughs that will engage in collaborative practices and comprehensive leadership professional development. Attendees will include principals from the 15 Model Dual Language Enrichment Programs. The professional development activities will include topics in the following areas, but not limited to:

- Scheduling
- Leadership Skills
- Structure for School Culture
- Protocols for Hosting School Visits
- Budgeting

In addition, the administrators will engage in the development of materials for presentation and distribution including:

- Presentation folders
- Program brochures
- Program color-coded schedules
- Program signs
- Program logos
- Visiting schedules
- Generating a program FAQ form

Funds must be scheduled as soon as possible. All materials must be delivered by June 30, 2016.

Allocations will be placed in each school's budget under the allocation category **Title III LEP Program Planning**. Schools should schedule their allocations in accordance with the budget categories previously mentioned.

Location	BFSC	BFSC TEAM	School Name	Program	Allocation
02M542	94AFSA	94AR02	H.S. 542 Manhattan Bridges	Model DLE Program	\$10,000
02M545	94MFSC	94MR01	H.S. 545 High School of Dual Language and Asian Studies	Model DLE Program	\$10,000
05M161	94MFSC	94MR06	PS 161 Pedro Albizu	Model DLE Program	\$10,000
06M319	94MFSC	94MR07	M.S 319 Maria Teresa Mirabal	Model DLE Program	\$10,000
07X223	94XFSC	94XR06	M.S 223 The Laboratory School of Finance and Technology	Model DLE Program	\$10,000
09X073	94XFSC	94XR08	PS 073	Model DLE Program	\$10,000
09X218	94XFSC	94XR10	PS/MS 218 Rafael Hernandez Dual Language Magnet School	Model DLE Program	\$10,000
12X550	94XFSC	94XR01	H.S 550 High School of World Cultures	Model DLE Program	\$10,000
13K133	94KFSN	94KR03	P.S 133 William A. Butler	Model DLE Program	\$10,000
20K200	94KFSS	94KU04	PS 200 The Benson School	Model DLE Program	\$10,000
21K228	94KFSS	94KU05	I.S 228 David A. Boody	Model DLE Program	\$10,000
24Q016	94QFSN	94QR02	P.S 16 The Nancy Debenedittis School	Model DLE Program	\$10,000
30Q145	94QFSN	94QR05	I.S 145 Joseph Pulitzer School	Model DLE Program	\$10,000
30Q166	94QFSN	94QR05	PS 166 Henry Gradstein School	Model DLE Program	\$10,000
31R019	94RFSC	94RR01	P.S 19 The Curtis School	Model DLE Program	\$10,000
TOTAL					\$150,000

[Click here to download a copy of the School Allocation Memorandum.](#)

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C: Milady Baez

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Community Superintendents

BFSCs

ELL Compliance and Performance Specialists (ELL CPS)

Senior Grant Officers (SGOs)