

School: \_\_\_\_\_ Network: \_\_\_\_\_ Date: \_\_\_\_\_

Student Name: \_\_\_\_\_ Student ID.: \_\_\_\_\_ Room: \_\_\_\_\_ Grade: \_\_\_\_\_

### Notice to all Parents/Guardians of Part-Time TBE Program Placement

Dear Parent(s)/Guardian(s):

You recently received the Notice to all Parents/Guardians of New or Continuing English Language Learners (ELLs) informing you of your child's participation in the bilingual program. This letter is to inform you that your child will participate in the part-time Transitional Bilingual Education (TBE) program during the current school year. The determination to place your child in a part-time TBE program was based on your child meeting the following criteria:

- Pre –Kindergarten*  
Your child has attained an English oral language proficiency level of C for three year-olds and level D for four year-olds on the State prescribed English language proficiency screener.
- Kindergarten*  
Your child has attained an English language proficiency level of *Developing* or beyond on the State prescribed English language proficiency screener.
- 1st-12th grade new ELLs*  
Your child has attained an English language proficiency level of *Developing* or beyond in both reading and writing on the State prescribed English language proficiency screener and maintains a grade of "C" or better in content area classes taught in English.
- 1st - 8th grade continuing ELLs*  
Your child has attained an ACCESS overall composite score of 3.5 or higher and an ACCESS literacy score of 3.3 or above. In addition, he/she has maintained a grade of "C" or better in content area classes taught in English
- 9th-12th grade continuing ELLs*  
Your child has attained an ACCESS overall composite score of 3.5 or higher and an ACCESS literacy score of 3.0 or above. In addition, he/she has maintained a grade of "C" or better in course work taught in English.

Your child will receive daily instruction in English and in his/her native language as determined by his/her needs. However the amount of time dedicated to native language instruction will decrease as your child becomes eligible to participate in more aspects of the school's general program of instruction, including subject areas in which the content is taught in English.

The decision regarding your child's participation in a part-time TBE program was based on the recommendations of the bilingual lead teacher or bilingual specialist at the school and your child's teacher/s.

If you are satisfied with your child's bilingual education program placement, no action is required. If you would like to learn more about this program and the other programs offered at the school, please contact the Bilingual Lead Teacher or designee at \_\_\_\_\_.

Sincerely,

Principal