

ILLINOIS STATE BOARD OF EDUCATION

English Language Learning Division
100 West Randolph, Suite 14-300
Chicago, IL 60601

2015-2016 DISTRICT PRESCHOOL PROGRAM PLAN

INSTRUCTIONS: Districts that have preschool programs that do not meet the staffing requirements under 23 Ill. Adm. Code 25, 228.35 (a) and (b) for teachers assigned to provide instruction in a student’s home language and/or ESL must submit this plan electronically to the Division of English Learning (DELL) at ISBE by **September 15, 2015**. Completed Plans can be submitted to dell@isbe.net.

| | |
|---------------------------------------|-------------------------------|
| DISTRICT NAME AND NUMBER | DATE |
| NAME OF SUPERINTENDENT | TELEPHONE (Include Area Code) |
| NAME OF EL PROGRAM DIRECTOR | E-MAIL ADDRESS |
| NAME OF EARLY CHILDHOOD ADMINISTRATOR | E-MAIL ADDRESS |

**Teacher Qualification (Preschool)
23 Ill. Adm. Code 228.35**

- a) Each individual assigned to provide instruction in a student’s home language shall meet the requirements for bilingual education teachers set forth in 23 Ill. Adm. Code 25 (Educator Licensure) and 23 Ill. Adm. Code 1 (Public Schools Evaluation, Recognition and Supervision), as applicable.
- b) Each individual assigned to provide instruction in ESL shall meet the requirements for ESL or English as a New Language teachers set forth in 23 Ill. Adm. Code 25 and 23 Ill. Adm. Code 1, as applicable.
- c) (1) Each individual assigned to provide instruction in a preschool program shall meet the requirements of 23 Ill. Adm. Code 235.20 (c) (Application Procedure and Content for New or Expanding Programs). By July 1, 2016, each individual assigned to provide instruction to students in a preschool program also shall meet the applicable requirements of subsection (a) or (b), depending on the assignment, except as provided in subsection (c)(3). During school years 2015-16 and 2016-17, any school district unable to meet the requirements of subsection (c)(2) shall submit a plan to the State Superintendent of Education by September 15 of each year that demonstrates how the program is actively working toward recruiting and hiring fully qualified staff and serves preschool-age English learners. The plan shall be developed and monitored jointly by school administrators responsible for the preschool program and the bilingual education program.

Please list all of the attendance centers in your district that house a preschool program in the current school year.
Please check (✓) all that apply.

| ATTENDANCE CENTER NAME | FULL DAY PROGRAM | HALF DAY PROGRAM | TBE REQUIRED | TPI REQUIRED | CURRENTLY DON'T MEET STAFFING REQUIREMENTS UNDER 228.35 (a) and (b) |
|------------------------|--------------------------|--------------------------|--------------------------|--------------------------|---|
| | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

INSTRUCTIONS: Districts that have any attendance centers that offer preschool programs and currently do not meet the staffing requirements under 228.35(a) & (b) have to submit a Plan to ISBE DELL, pursuant to 228.35(c)(3).

The Plan must include this form as well as an attachment addressing the required components specified below. The “Service and Staff Template” may be used to satisfy this requirement and is available at www.isbe.net/bilingual.

Districts that submitted Required Components of the Plan (using the “Service and Staff Template” or another format) by January 30, 2015, can:

- 1) Submit a new “Service and Staff Template” or submit the required components listed below in a different format; OR
- 2) Add updates to and resubmit their original plan with the added updates.
 - a. Districts that submitted the “Service and Staff Template” by January 30, 2015 can update the relevant sections and resubmit that template:
 - Section I: update if the number of English Learners changed significantly enough to either need an additional teacher with an ESL or bilingual endorsement, or if more sections need to be opened up.
 - Sections II-III: update if the number of staff members with the specific types of endorsements/qualifications has changed.
 - Section IV: update about any changes to the ways in which the current educational program for ELs meets the needs of the students without fully qualified staff.
 - Sections V-VI: update if needed
 - Section VII: Indicate if progress toward implementing various aspects of the TBE/TPI program has been made
 - Section VIII: Provide an update about the outcomes of previously listed activities and add information about new activities being added.

Required Components

Districts that submitted Required Components of the Plan (using the “Service and Staff Template” or another format) by January 30, 2015, can:

- 1) For each attendance center in which the preschool program is not in compliance, provide the following information (1-6). Describe your 2014-2015 school year preschool English learners (including home language, number of eligible students, number of students receiving services) and the program model used to provide language support services (program model, delivery model).
- 2) List information about teachers who provide language instruction in preschool, including their names, Professional Educator License (PEL) and/or ELS information, endorsements, and position in the classroom.
- 3) List names, licensure information and position for any paraprofessionals who are assigned to provide language support in preschool.
- 4) Describe how the educational program for English learners in place this school year will meet the needs of those preschool English learners without fully qualified staff, including:
 - The language acquisition services and methods to be provided, including how the services and methods differ from the general program of instruction in content, instructional goals, and the use of English and home language instruction;
 - How the program will meet the educational needs of the students and build on their academic strengths;
 - How the program will specifically help the students learn English and prepare them to meet academic achievement standards for grade promotion and graduation;
 - How sufficient resources, including equipment and instructional materials, shall be made available to support the program.
- 5) Describe the K-5 TBE and TPI programs available to these students once they finish preschool.
- 6) Describe what TBE/TPI services for preschool ELs will look like when the program is fully implemented in each attendance center currently not in compliance.

District Level Information

- 1) List and describe efforts undertaken by the district within the past year to recruit and hire fully qualified staff (early childhood, bilingual or special education), including activity, person(s) responsible, timeline, and outcome.
 - a. If applicable, explain why individuals meeting the requirements of Section 228.35 subsections (a) and (b) were not hired.
- 2) List and describe current efforts undertaken by district to recruit and hire fully qualified staff (early childhood, bilingual or special education) for the 2014-2015 school year, including activity, person(s) responsible, timeline, and outcome.
- 3) List and describe past and current efforts undertaken by the district to support current preschool teachers in their efforts to obtain the early childhood education, ESL or bilingual education endorsement and/or to retain fully qualified staff.
- 4) List all professional development activities focused on the needs of preschool-age English learners scheduled for the 2014-15 school year. Include the following information: date(s), topic, and attendees.