

**Montclair Public Schools**  
**English Language Learner School Closure Plan**

**(1) Describe the provision of ESL and bilingual education to meet the needs of ELL.**

- All ELLs in grades K-12 continue to receive ESL services from a certified ESL teacher.
- ELLs that receive High-Intensity ESL at the secondary level (grades 6-12) continue to receive these services.
- A Google Classroom has been created by each student's ESL teacher. Assignments are posted on a regular basis. ESL teachers regularly provide feedback and offer additional support as needed.
- Several district purchased programs are currently being implemented to support the continued language acquisition of the district's ELLs. As these programs were regularly implemented prior to the school closure, students have familiarity with these platforms. These programs are as follows:
  - Essential Skills (Grades K-5)
  - Achieve 3000 (Grades 6-12)
  - Listenwise (Grades 6-12)
  - Rosetta Stone (Newcomers in Grades 9-12)
- Teaching resources and professional development opportunities disseminated by the NJDOE and NJTESOL are shared by the Supervisor of ESL with the district's ESL teachers on a regular basis.
- In addition to asynchronous assignments, ESL teachers provide opportunities for ELLs to check-in with them via teleconferencing (i.e. Google Hangout). In addition to teleconferencing, ESL teachers reach out to families over the phone.

**(2) Describe how the district communicates with ELL families, including the translation of materials and directions.**

- District communications pertaining to the school closure are sent to all families via email and posted in a central location on the district website. The district website allows families to translate all resources into several languages including: Spanish, Cantonese, French, German, Italian, Tagalog, Vietnamese, Korean, Russian & Hindi. Instructions for translating communications into a language other than English were included in an update sent to families by the Superintendent on March 15, 2020. These instructions were sent in both English and Spanish.
- The district has included a section on the COVID-19 Updates, Wellness, Support Page titled "Resources for ESL and Multilingual Families." This section includes the NJDOE's site "Resources for Educators and Families of English Language Learners," as well as resources disseminated by NJTESOL that support families with remote learning. These

resources include translated tutorials for using Google Classroom, as well as engaging learners at home.

- The district's Supervisor of ESL sent a communication to all families of ELLs containing the above-mentioned resources. Additionally, an offer from Comcast for two months of free high-speed internet was sent to families in this same communication.
- Teachers have collaborated with bilingual colleagues to connect with families over the telephone. Additionally, some teachers utilize the application Talking Points to communicate with families in other languages.
- **School Messenger communications are disseminated in both English and Spanish.**
- The district's subscription to Paragon is available to all educators. This service provides translations over the phone in numerous languages. Additionally, this service provides written translations to the district in these same languages as needed.

**(3) Describe how the district uses alternate methods of instruction, differentiation, access to technology, and strategies to troubleshoot ELL access challenges.**

- Elementary teachers trained in Sheltered English Instruction continue to plan and implement with these differentiated strategies within their remote classrooms.
- The district's technology department has and continues to work with families to ensure that they have appropriate devices and reliable WIFI access. The district has deployed numerous devices and hotspots to families in need of support.
- Prior to the school closure, physical packets were sent home with several elementary ELLs after their families expressed technology challenges at home. These technology issues were soon addressed by the technology department.
- The Supervisor of ESL conducts regular check-ins with the district's four ESL teachers. The Supervisor of ESL reaches out to other mainstream teachers of ELLs when issues arise. Two areas of focus include any access challenges that families are experiencing, as well as the degree of participation by students with online learning.
- ESL teachers check-in with classroom teachers to monitor and provide additional support for ELLs.
- ELLs at Montclair High School receive additional content support through the ESL Support class for which they are scheduled. This is in addition to the ESL class. Google Classrooms have been created for both the ESL and ESL Support classes.
- A separate Google Classroom was created for one ELL that has experienced challenges this school year. This Google Classroom serves as an individualized learning platform, as all of the student's assignments are shared in one central location. The student's bilingual paraprofessional collaborates with the other teachers on a regular basis. Additionally, the paraprofessional regularly connects with the student and their guardian via teleconferencing and the phone. The paraprofessional provides detailed updates to the Supervisor of ESL and building administrators on a weekly basis.
- Schools are following district procedures for families that are unresponsive to remote learning. This includes outreach by school and district faculty and staff, as well as wellness checks when deemed necessary.

