



2020-21

Translation Procedure

Every Student Succeeds Act (ESSA) Section 1114 (b) requires that an eligible school operating a schoolwide program shall develop a campus improvement plan. Section 1114 (b) (4) states that the information contained in such plan shall be in an understandable and uniform format and, to the extent practicable, provided in a language that the parents can understand.

Sections 1112 (e)(4); 1114 (b)(4); 1116 (e)(5); and 1116 (f) state that information regarding student interpretive, descriptive, and diagnostic reports, plans, policy, compact, parent meetings, and other required correspondence must be given in an understandable and uniform format, and to the extent practicable, in a language that parents can understand. Based on Home Language Surveys, the two most common languages spoken by our students and their parents/guardians is English and Spanish; therefore, all registration forms are provided in both English and Spanish. In addition, the campus has interpreters available to explain the registration procedures to our Spanish-speaking parents. The following statement in Spanish is included on documents not able to be translated.

Purpose:

Carrizo Springs CISD will take practicable steps to ensure that parents, guardians, and others English access and equal opportunity to important school information. Information will be provided in an understandable and uniform format, and to the extent practicable, in a language that parents can understand (Section 1112(e)(4);114 (b)(4);1116(e)(5);1116(f)).

Type of Translation Available:

Language assistance will be provided through a bilingual staff interpreter (headphones), written translation and documents, and technology-assisted website translation capabilities.

Data used to Determine Translation Needs:

Carrizo Springs CISD will conduct annual review of the language access needs of our parents, guardians through a review of district/campus data, and educator/parent/student feedback and requests.

Based on this analysis, the district has determined that they will provide information in the following language(s):
Spanish.

Documents/Information to be Translated:

Campus Improvement Plan will be available/translated
Written Parent and Family Engagement Policy
Written Campus Parent Compact
Campus Family Engagement Activities Notices
Parent Take Home Activities

Monitoring:

On an ongoing basis, Carrizo Springs CISD will assess changes in demographics, types of services or other needs that may require reevaluation of this procedure. In addition, CSCISD will regularly assess the efficacy of these procedures used for the delivery of language assistance.

*For information in Spanish, contact your child's campus office.
Para obtener información en español, comuníquese con la oficina del campus de su hijo.*