New Braunfels ISD School Year Translation Procedure

New Braunfels ISD will take practicable steps to ensure that parents, guardians, and others English Learners have 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/guardians can understand [Section 1112(e)(4); 114(b)(4); 1116(e)(5); 1116(f)].

Types of Translation Available:

Language assistance, written and oral, will be provided through a bilingual staff interpreter, written translated materials and documents, and technology-assisted website translation capabilities.

Data Used to Determine Translation Needs:

New Braunfels ISD will conduct an annual review of the language access needs of our parents, guardians, and others through review of the Home Language Forms, district/campus ethnicity data, and educator/parent/student feedback and requests.

Based on this analysis, the LEA has determined that they will provide information in the following languages: English and Spanish.

Documents/Information to be Translated:

The District/Campus(es) Improvement Plan(s) and the Parent Family Engagement written policy(ies) will be available in English and available upon request verbally via an interpreter or via website translation capability, with the exception of the dual language campuses. For these campuses, Voss Farms and Carl Schurz Elementary, as well as their feeder schools, Campus Improvement Plans will be translated and posted on the district and campus websites.

School Parent Compacts written information will be translated into the identified language(s) on the dual language campuses, and for other campuses as requested. Teacher-Parent Conferences (Compact) will be conducted in the presence of a staff interpreter, when needed.

All School Messenger communication districtwide will be provided in identified language(s).

Written reports will be translated into the identified language for the parent/guardian, upon request. Further explanation or detail on the report will be provided to the parent/guardian via a staff interpreter.

The ESSER III Use of Funds Plan and Safe Return to In-Person Instruction and Continuity of Services Plan will be provided to parents/guardians in the identified language(s). Further explanation or detail on the report will be provided to the parent/guardian via a staff interpreter upon request. Interpreters will be available during all stakeholder consultation meetings as appropriate.

Monitoring:

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

Si gusta recibir esta información en español, favor de llamar a la oficina de la escuela. Gracias! (If you would like to receive this information in Spanish, please call the school office).