New Braunfels ISD
Documents Translation Procedure

In accordance with the Every Student Succeeds Act (ESSA), communication to parents shall be provided, to the extent practicable, in a language that parents can understand.

The following correspondences/documents are available in Spanish online and/or in hard copy:

- Emergency messages delivered via School Messenger
- Student and Parents Handbooks
- Report cards and Progress Reports
- Requesting Qualifications of Teachers and Staff
- Title I Campus Parent and Family Engagement Policies
- District Parent and Family Engagement Policy
- Title I School-Parent Compacts
- District Improvement Plan
- Campus Improvement Plans for Lone Star Early Childhood Center (LSECC), secondary campuses, and Dual Language campuses

The following documents, in part or whole, are available for Spanish translation upon request by contacting any of the campuses front desks or the district central office:

- Campus Improvement Plans for Non-Dual Language Campuses
- School Board Agendas and Notices

Other correspondence and communications to parents will contain the phrase:
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).

Onsite oral translations in Spanish are available by staff at every campus and at the district central office.