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**To:** Principal/Headmaster  
**From:** Dr. Esparza, Assistant Superintendent for the BPS Office of English Language Learners  
**Re:** SY 2016-2017 DESE English Learner Education Coordinated Program Review (CPR)  
**DESE Onsite Interviews and Observations Dates: Week of April 24 - April 27, 2017**  
**Date:** March 20, 2017

Dear Principal Leader/Headmaster,

You are receiving this correspondence, as a result of your school being one of the 26 selected to participate in the DESE SY 2016-2017 onsite phase of the English Learner Education (ELE) Coordinated Program Review (CPR), to be conducted during April 24-27, 2017. The forthcoming DESE school visits are one part of its accountability system, utilized to oversee and gauge local compliance with English Learner education requirements.

The On-Site School Visits will encompass the following:

- **Student Record Review:** DESE will be reviewing student English Language Development (ELD) folders to determine whether procedural and programmatic requirements have been implemented.
- **Observation of classrooms and other facilities:** The DESE on-site team will observe a range of classrooms including ESL, SEI, SLIFE and Dual Language if applicable as well as other school facilities used in the delivery of programs and services to determine general levels of compliance with program requirements.
- **Interviews:** The DESE team will interview school leaders, LAT-F's, ESL teachers, content teachers, and parents. DESE may also identify additional staff to be interviewed during the school site visit. School leaders will be able to refer candidates to participate.
- **Telephone interviews:** DESE may also conduct telephone interviews with staff or parents referred to them by other parents or members of the general public.
- **Parents of selected English learners are sent a survey by DESE,** in the language of the home, to provide information on their experiences with the district's implementation of the ELE program and related procedural requirements, if their student's record was selected for review by the on-site team or if otherwise selected by DESE.

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*Our vision is to provide a culturally and linguistically responsive education with the supports needed to ensure equitable access to opportunities that promote language acquisition, bilingualism, biliteracy and lifelong learning.*



Boston Public Schools  
Tommy Chang, Superintendent

Boston School Committee  
Michael D. O'Neill, Chair

City of Boston  
Martin J. Walsh, Mayor

OELL Equity and Accountability Liaisons will be reaching out to schools to discuss the visit, provide additional information around expectations and to schedule a meeting to support with preparing for the onsite visit.

In the interim, please visit and review the Coordinated Program Review Preparation Support links below to support your understanding of the forthcoming DESE school site visits for the SY 2016-2017 ELE Coordinated Program Review of Boston Public Schools.

- [OELL Coordinated Program Review Website](#)
- [SY 2016-2017 Coordinated Program Review Procedures: English Learner Education \(ELE\) in Public Schools Mass. Gen. Laws c. 71A](#)

***OELL CPR Preparation Supports Timeline***

Date	Event
March 20, 2017	Communication memo to schools designated for a DESE onsite visit or in need of providing ELD Folders.
March 20, 2017 - March 24, 2017	ELD Folder and school specific detail (i.e. teacher names, classroom maps) retrieval support.
March 28, 2017	CPR preparation support breakout session provided during scheduled LATF meeting.
March 20, 2017 - April 13, 2017	OELL onsite prep meetings with school leaders. Meetings will be held at the school site or at Bolling. Meetings will be to review and support in preparing school leaders and their staff for the DESE site visit.

***Vital Dates to Remember***

<b>Date</b>	<b>Event</b>
April 4, 2017 - April 5, 2017	DESE ELD Student Folder Review
April 24, 2017 - April 27, 2017	DESE Onsite School Interviews and Classroom Observations
April 27, 2017	DESE Central Office Administrative Interviews
April 28, 2017	DESE Exit Interview

***26 School Selected for an on-site DESE visit***

<b>TLT 1A</b>	Hurley K-8, Orchard Gardens K-8, Timilty Middle	<b>TLT 3A</b>	Curley, Edison, Hernandez K-8, Jackson Mann, McKinley (K-12), Sarah Greenwood, Tobin
<b>TLT 1B</b>	Frederick Pilot, McCormack Middle	<b>TLT 3B</b>	James Otis, Mario Umana Academy
<b>TLT 2A</b>	James Chittick, Henry Grew, Washington Irving	<b>TLT 4A</b>	BINCA, Dearborn, Madison
<b>TLT 2B</b>	Dennis Haley, Mildred Ave, Charles Taylor	<b>TLT 4B</b>	Brighton, East Boston, Margarita Muniz

If you have any questions and/or concerns, please contact Allen Dowling, Equity and Accountability at 617-320-5908 and/or [adowling@bostonpublicschools.org](mailto:adowling@bostonpublicschools.org).

We look forward to collaborating with you to ensure a successful school site visit for the SY 2016-2017 English Learner Education Coordinated Program Review.

Thank you,

Frances Esparza, Ed. D  
Assistant Superintendent  
Office of English Language Learners  
Boston Public Schools

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