

ARTICLE 23. BILINGUAL/ESL TEACHERS

Section 23.1: BILINGUAL ASSIGNMENTS

The District shall limit bilingual/ESL or transition classrooms to no more than two (2) grade levels, except in cases of an emergency. The District shall not assign more than two (2) ESL levels to a secondary ESL class, except in cases of emergency. Whenever possible, English language proficiency levels shall be considered when placing students in bilingual classes.

Section 23.2: REQUIRED TRANSLATIONS OF MATERIALS

The District shall, whenever possible, provide unit members assigned to bilingual classrooms with district-adopted materials in the primary language of the students in the class. Required translation of district-adopted materials by unit members shall be assigned by the District and compensated at the non-classroom hourly rate of pay. (reference Appendix A, 7.011)

School sites shall accept the responsibility for translating site-adopted materials. In the event that unit members are required to translate site-adopted materials or to interpret, translate or otherwise use their bilingual skills unrelated to their classroom assignment and in addition to their normal responsibilities (except for brief, occasional services which do not draw the unit member away from normal responsibilities), they shall be entitled to compensation at the non-classroom hourly rate of pay. The site administrator and the bilingual unit member(s) on site shall establish an annual understanding that any or all of the following services provided by the unit members unrelated to their assignment(s) shall be compensated as set forth herein: translation of parent letters, school site materials, newsletters, and materials with a school focus beyond the individual classroom; and interpretation at parent conferences for administrators and support personnel, other meetings with monolingual staff (i.e., IEP's, 504's, SST), and school wide activities (i.e., assemblies, parent meetings) The site principal shall confirm with the unit member that the additional compensation will be authorized prior to the unit member's acceptance of the assignment.

Section 23.3: CERTIFICATION EXAMINATION FEES

The District will reimburse the fee for the first administration of the complete certification exam (whether the required tests are administered together or separately) to those unit members who are designated as "Teachers in Training" for Bilingual or English Language Development certification, who have participated in the district training program and who are assigned to programs for ELL students.

Section 23.4: INSERVICE TRAINING

The District will distribute information to all affected unit members identifying district or County Office of Education sponsored course work necessary to complete or maintain their credential(s) or certification.

Section 23.5: ASSIGNMENT OF BILINGUAL PUPILS

No unit member shall be placed in excess status if a student requiring second language services is placed in his/her classroom when another appropriate placement is available at the site.

Section 23.6: BILINGUAL CERTIFICATION

Unit members initially employed as interns or with emergency credentials and trained by the District to obtain bilingual certification shall be required to remain in a bilingual assignment for a minimum of three (3) school years following certification.