

October 22, 2008

Superintendent  
School District  
Address  
City, IL Zip

Dear Superintendent \_\_\_\_\_:

You have been selected to participate in special two part ISBE workshops designed to assist you with meeting the needs of your English language learners. Your school district did not meet the Annual Measurable Achievement Objectives (AMAO) for the last **two (2)**, or **four (4)** sequential years (FY07 & FY08 or FY05, FY06, FY07 & FY08). According to the federal No Child Left Behind Act of 2001 (NCLB), districts that did not meet AMAOs for **two (2)** consecutive years are required to develop a District Improvement Plan (DIP) to help ensure that they meet AMAOs in the future. Districts that did not meet AMAOs **four (4)** consecutive years in a row are required to modify their program model, curriculum **and** methods of instruction.

Guidance from the U.S. Department of Education, Office of English Language Acquisition further requires that your district submit a DIP to the Division of English Language Learning (DELL). Based on the 2008 data, the timeline for the submission of required improvement plans on the Illinois Interactive Report Card (IIRC) site (<http://iirc.niu.edu>) follows:

Type of Plan	Explanation	Time Period from release of data
<a href="#">District Improvement Plan</a>	A revised plan is due if the district report card indicates the district is in academic status and/or the current district improvement plan has expired.	90 days

Your DIP must be submitted no later than **January 1, 2009**. The Title III DIP must be submitted electronically to the IIRC website above. However, districts are also required to submit one copy of the Title III DIP to the Division of English Language Learning where it will be reviewed and kept on file.

To assist districts that did not meet their AMAO for **two (2)** or **four (4)** years in developing a DIP, the Division of English Language Learning has scheduled a two part series of two-day **Ladder Data workshops**. These workshops will be conducted by WIDA consortia staff, part one in the fall 2008 and the second part in the spring 2009. There is no cost to attend, but registration is necessary to accommodate the appropriate number of attendees. Lunch will be provided. Since this assistance is required under NCLB, the attendance of participants is required and will be documented.

Your team (one administrator, one general education teacher and one bilingual/ESL teacher) will:

- learn to analyze and understand data from standardized, state, local and classroom assessments
- use data to select program models for classroom instruction on a district wide basis
- identify areas of strength and need in the curriculum, instruction and assessment of English Language Learners
- create, refine, and change goals for curriculum, instruction, assessment and program models in the district improvement plan
- establish, improve and modify plans for monitoring student progress

For further information about these **two-day** workshops, contact Bill Garcia at 312-814-3850.

Dates:                   **Workshop I. - November 18-19, 2008**  
                              **Workshop II. - April 29-30, 2009**

Time:                    8:00 a.m. - 4:00 p.m.

Location:              DuPage Professional Development Center  
                              1519 S. Grace Street  
                              Lombard, Illinois 60148  
                              630-495-6080

Sincerely,

Robin M. Lisboa  
Division Administrator  
English Language Learning

Enclosure

Cc:    Program Director