



State of New Jersey

DEPARTMENT OF EDUCATION

PO Box 500

TRENTON, NJ 08625-0500

CHRIS CHRISTIE
Governor

KIM GUADAGNO
Lt. Governor

CHRISTOPHER D. CERF
Acting Commissioner

May 16, 2011

TO: Chief School Administrator
Charter School Lead Person
Bilingual/ESL/ELS Supervisor

FROM: Barbara Gantwerk, Assistant Commissioner
Division of Student Services

SUBJECT: Bilingual/ESL/ELS Three-Year Program Plans 2011-2014

Every three years, school districts are required to submit a plan describing their language assistance program for limited English proficient (LEP) students. The 2011-2012 school year is the beginning of a new three-year cycle ending in the spring of 2014. Beginning with the 2011-2014 cycle, districts will no longer be required to submit plans to the New Jersey Department of Education (NJDOE).

Districts must continue to complete a three-year plan that details how they will provide language assistance services and updated as needed to reflect the district's current language assistance services. The completed plan should be housed in the district's central office and available to the NJDOE upon request for the purposes of monitoring and oversight.

A copy of the 2011-2014 Bilingual/ESL/ELS Three-Year Program Plan forms can be downloaded at <http://www.nj.gov/education/bilingual/data/threeyr>.

If you have any questions regarding the program plan forms, please contact the Office of Student Achievement and Accountability, Special Populations Unit at (609) 292-8777 or lep@doe.state.nj.us.

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c: Members, State Board of Education Lee Group
Acting Commissioner Christopher Cerf Garden State Coalition of Schools
Rochelle Hendricks
Senior Staff
Alan Guenther
Suzanne Ochse
Diane Shoener
Karen Campbell
Executive County Superintendents