



ORANGE TOWNSHIP PUBLIC SCHOOLS

Administration Building

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Ronald C. Lee

Superintendent of Schools

Candace Goldstein

Director of Special Programs

Caroline Onyesonwu

Supervisor, Bilingual/ESL Education

Re: Newly Registered Students who may be Bilingual/ESL - Procedure

As new students arrive, there is the likelihood that some will be students who speak a language other than English at home. The students will need to be tested for Bilingual and/or ESL services. There is need to streamline this process so that the students will be placed in the best environment for academic success.

When the parents/guardians complete the registration package:

- One the forms to be filled out is the Home Language Survey.
- If the intake personnel notice that a language other than English is indicated as the primary/home language, an ESL teacher at the school is to be notified.
- The teacher administers the English proficiency test. In most cases, the teacher will complete the testing within the day.
- If the student qualifies for the program, the parent/guardian is notified. They can accept or decline the services.
- The information is then entered into the system as soon as possible.

Since NJSMART is driving all student data, it is imperative to the smooth running of the department that information is entered completely and correctly in the system.

The following ESL teachers are the contact people at the schools:

- ✓ Rosa Parks School Campus – Patricia Donohue and Lucia Dolin
- ✓ Central School Campus – Evelyn Donado
- ✓ Lincoln Street School – Alicia Vetcher
- ✓ Park/Cleveland – Enid Shapiro-Unger
- ✓ Forest Street School – Lauren Sabol
- ✓ Heywood Street School – Judy Lopez
- ✓ OPA – Julia Bowie
- ✓ OHS – Maxine Wilensky

Cc:

Dr. Paula Howard, Deputy Superintendent

Candace Goldstein, Director of Special Programs

Principals

Secretaries

File