



SUPERINTENDENT OF PUBLIC INSTRUCTION

Randy I. Dorn Old Capitol Building · PO BOX 47200 · Olympia, WA 98504-7200 · <http://www.k12.wa.us>

September 30, 2015

(X) Action Required

(X) Informational

BULLETIN NO. 060-15 MIGRANT AND BILINGUAL EDUCATION

TO: Educational Service District Superintendents
School District Superintendents
Bilingual Education Program Directors
Chief School District Administrators of Districts Operating Institutional Education Programs
Institutional Education Program Administrators

FROM: Randy I. Dorn, State Superintendent of Public Instruction

RE: Inclusion of Students Receiving Institutional Education Services in the Transitional Bilingual Instructional Program

CONTACT: Mea Moore, Director, Migrant and Bilingual Education,
mea.moore@k12.wa.us, 360-725-6147
Kathleen Sande, kathleen.sande@k12.wa.us, 360-725-6046
Becky McLean, becky.mclean@k12.wa.us, 360-725-6306
Agency TTY: 360-664-3631

On January 7, 2015 The Office for Civil Rights at the U.S. Department of Education issued [joint guidance](#) to assist state educational agencies, school districts, and all public schools in meeting their legal obligations to ensure that English language learners (ELL) can participate meaningfully and equally in educational programs and services. This guidance applies to rights of all English language learners in Washington, including those who receive services through Institutional Education.

Funds are allocated through the Transitional Bilingual Instructional Program (TBIP) for school districts to provide supplemental instruction and services to students whose primary language is other than English ([RCW 28A.150.260](#)). Funds can be used for activities including language proficiency assessments, language development support services, and services that support English language learners in meaningfully accessing content instruction.

School districts that have a facility that provides Institutional Education services to incarcerated youth within their district's boundaries are responsible for overseeing the facility's provision of ELL services. Through the TBIP grant (iGrants Form Package 219), school districts submit their plan for ELL services at each grade span and school context to the state for approval. In this grant application, districts must also describe ELL services to be provided to ELLs receiving services through Institutional Education programs.

Facilities that provide Institutional Education services to incarcerated youth submit their student enrollment to OSPI for state funding using Form E-672. This funding provides for basic education and special education services to incarcerated youth.

In order to receive TBIP funding to provide required ELL services to students, school districts must provide a headcount of TBIP students and exited TBIP students on Form P-223. Accordingly, TBIP eligible students in an Institutional Education program must be counted in the school district where the facility is located on Form P-223 in the TBIP Headcount or Exited TBIP Headcount fields only. Students cannot be counted for Basic Education funding on both the Form P-223 and Form E-672.

TRANSITIONAL BILINGUAL INSTRUCTIONAL PROGRAM (TBIP)	
TBIP Headcount ^v	Exited TBIP Headcount ^u

TBIP funding is allocated to school districts based on an average monthly headcount. School districts must coordinate with facilities providing Institutional Education services for the allocation of resources to provide ELL services to eligible students and are responsible for the oversight of ELL services.

For questions regarding ELL programming, please contact Mea Moore at 360-725-6147, or mea.moore@k12.wa.us, or go to <http://www.k12.wa.us/MigrantBilingual/TBIP-Guidelines.aspx>. For questions regarding Institutional Education, please contact Kathleen Sande at 360-725-6046 or kathleen.sande@k12.wa.us. For questions regarding enrollment reporting, please contact Becky McLean at 360-725-6306 or becky.mclean@k12.wa.us. The agency TTY number is 360-664-3631.

K-12 EDUCATION

Gil Mendoza, Ed.D.
Deputy Superintendent

SPECIAL PROGRAMS AND FEDERAL ACCOUNTABILITY

Gayle Pauley
Assistant Superintendent

Mea Moore, Director
Migrant and Bilingual Education

RD: mm:aw