

TITLE: 2023-2024 Master Plan Instructional Institute

NUMBER: MEM-5793.10

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DATE: June 5, 2023

ROUTING

Region Superintendents
Administrators of Instruction
Regional Directors
PACE Administrators
Multilingual Multicultural
Academic Language Program
Staff
Principals
Assistant Principals
EL Designees/ TSP Advisors
Multilingual Multicultural
Academic Language Coaches
International Newcomer
Coaches & Counselors
Parent Educator Coaches
UTLA Chapter Chairs

PURPOSE: The purpose of this Memorandum is to provide information and the schedule for the mandatory 2023 Master Plan Instructional Institute (MPII).

MAJOR CHANGE: This Memorandum replaces MEM-5793.9, *2022-2023 English Learner Master Plan Institute for TSP Advisors and/or EL Support Staff* dated April 25, 2022. The MPII will be conducted in a hybrid manner. It will consist of 5 days of professional development from June 26 through June 30, 2023; the first and last days will be virtual, while the second through fourth being in person. Novice EL Designees (0-1 year of experience) are expected to attend two six-hour Novice MPI training sessions, one on Saturday June 24, 2023, and the other on Saturday, August 26, 2023. The Multilingual Multicultural Education Department (MMED) and Region-sponsored in-person MPII make-up sessions will be conducted in the fall as needed.

BACKGROUND: Knowing that multilinguals interact with the world in extraordinary ways, and knowing that the bilingual brain approaches the use of language by influencing the connection and fluidity of the heritage language (L1) and the language being learned (L2) to support the understanding of new content by leveraging their one linguistic repertoire has important implications for how we teach our Emergent Bilinguals (EBs). Thinking and acting in new ways about the language practices of emergent bilinguals is fundamental to increasing their cognitive and executive functions. It is imperative that we cultivate both languages and strengthen cross-linguistic connections that integrate learning in the multilingual brain.

Therefore, all schools with Multilingual learners (EBs, Standard English Learners, Dual Language Learners) must provide a comprehensive

instructional program that complies with Federal, State, and Civil Rights laws and is in alignment with the Los Angeles Unified School District’s (L.A. Unified) Multilingual Multicultural Instructional Master Plan and the District’s Strategic Plan. In addition, the California Department of Education (CDE) regularly monitors EL programs statewide through the Federal Program Monitoring (FPM) review process. Therefore, L.A. Unified must ensure that all school site EL Designees/Targeted Student Population (TSP) Advisors receive ongoing professional development to effectively support the implementation of instructional programs and services for Multilingual Learners (ML).

INSTRUCTIONS:

The MPII is an annual comprehensive and up-to-date professional development designed to build the capacity of school site EL Designees/TSP Advisors and Multilingual Multicultural program staff on transformational leadership and how to best support the implementation of comprehensive and compliant instructional programs for multilingual Learners of all demographics.

The MPII also provides participants with important information on Federal and State mandates related to the program. Newly assigned EL Designees/TSP Advisors (0-1 year) will be expected to attend an additional 12 hours of professional development, over the course of two Saturdays, tailored to their needs. Although principals are ultimately responsible for the implementation, monitoring, and evaluation of the Multilingual Multicultural Instructional Master Plan, they must ensure that the school site EL Designees/TSP Advisors effectively support the implementation and monitoring of the Master Plan as it pertains to ELs, Reclassified Fluent English Proficient (RFEP) students, and all multilingual Learner students at the school site.

Our 2023 MPII theme will be “Ready for the World In Limitless Ways: Onward Together!”

The 2023 MPII on transformational leadership for multilinguals schedule:

Summer Session	Registration & Location
<p align="center"><i>All EL Designees, Multilingual Multicultural Academic Language Coaches and support staff, SEL Coaches, Newcomer Coach/ Counselors, PACE Administrators and Parent Educator Coaches*</i></p> <p align="center">Monday, June 26 – Friday, June 30, 2022 8:00 a.m. – 3:00 p.m.</p>	<p align="center"><u>Monday & Friday:</u> <u>Virtual</u></p> <p>Registered participants will be sent zoom link the week of June 20th. To participate, participants are required to have a device with a working</p>

<p><i>Mandatory Session for Newly assigned TSP Advisors and/or EL Designees (0-1 year**)</i></p> <p>Saturday, June 24 & Saturday, August 26, 2023 8:00 a.m. – 3:00 p.m.</p> <p>***New EL Designee Optional Support Session*** Saturday, August 5, 2023</p>	<p>camera and be in a stationary location.</p> <p><u>Tuesday- Thursday:</u> <u>In-Person</u> East Los Angeles College (ELAC) 1301 Avenida Cesar Chavez, Monterey Park, CA 91754</p>
<p>MMED in conjunction with the Region support staff will offer an MPII make-up session in the fall, after the start of the academic school year.</p>	

*Attendance is mandatory for the listed participants, except for PACE Administrators and Parent Educator Coaches.

** 0-1 years refers to both newly assigned EL Designees/TSP Advisors as well as those completing their first year.

*** There will be an optional support session for all new EL Designees.

This year’s MPII will be a hybrid training delivered through Zoom and in person at East Los Angeles College (ELAC). Participants will utilize the link provided by the Regional staff to register. Upon confirmation of eligibility, MMED staff will enroll participants and will send the zoom link notification email the week of June 20, 2023.

- The Region Coordinators will share the survey link with principals and PACE Administrators to identify the 2023-24 EL Designees, TSP Advisors, and Parent Educator Coaches who will participate in the 2023 MPI.
- MMALC, SEL Coaches, and International Newcomer Coaches/Counselors will receive the link directly from their MMED lead.
- Participants will:
 - Self-register using the link provided
 - Be enrolled by a MMED specialist
 - Receive an email notification link during the week of June 20th

The MPII is a required professional development for all EL Designees and Multilingual Multicultural Academic Language Coaches, SEL and International Newcomer Coaches/ Counselors. To ensure proper training, staffing, coherence, and messaging, all regional MMED staff is required to participate and assist in facilitating the 5-day MPII, make-up sessions, and the MPI Novice training sessions. Teacher/Administrator X-Time (hourly rate) will be provided to all eligible participants who are off-track during the MPII. To receive a certificate of completion, participants must attend and complete the required hours for this professional development in full. The MPII certificate must be maintained at the school site as evidence of ongoing EL and SEL professional development.

ASSISTANCE:

NOTE: MMED will fund one EL Designee/TSP Advisor representative per school. Requests for additional participants from a school will be reviewed and considered on a case-by-case basis. Funding for the additional participants will be the responsibility of the school, and/or Region.

For questions regarding the 2023 MPII professional development or registration, contact the Local District EL Programs staff or:

Elizabeth Shnorhokian, Federal & State Programs Specialist:
emald4@lausd.net or (213) 241-5582.