

## **Title III**



### **Parental Notification Requirements**

**Districts and schools using Title III funds must notify parents of the following, not more than 30 days after the start of the school year, and for a child who enters school after the beginning of the school year, the LEA must inform parents within two weeks of the child's placement in the program:**

- **The reasons for identifying the child as limited English proficient and for placing the child in a language instruction educational program for LEP students.**
- **The child's level of English proficiency, including how the level was assessed and the status of the child's academic achievement.**
- **The instructional methods to be used in the program in which the child is participating or might be assigned to and a description of all language programs that differ in content, use of English, and a native language.**
- **How the program will meet the educational strengths and needs of the child.**
- **How the program will help the child learn English and meet age-appropriate academic achievement standards.**

- **Specific exit requirements of the program, including when the transition will take place. Secondary schools also inform parents of the child's expected date of graduation.**
- **For children with a disability, how the program will meet the objectives of an individualized education program (IEP).**

**The notification must include written guidance that explains the following:**

- **The parent's right to have his or her child removed, immediately upon request, from the language instructional program.**
- **The other possible programs or methods of instruction available and the parent's option to decline enrolling his or her child.**
- **How parents will receive assistance in selecting another program or method if one is offered by the district.**

**School districts are also required to notify parents of LEP children participating in a Title III program if the program is failing to help the child make progress on annual measurable achievement objectives. This notice must be provided no later than 30 days after the failure occurs and, as with all notices, must be in an understandable and uniform format and, to the extent practicable, in a language parents can understand.**

**A child may not be admitted to or excluded from any federally assisted education program on the basis of a surname or language minority status.**

**If you have any questions about this requirement, please contact Jacqueline A. Iribarren, Title III Consultant at (608) 266-7292, [jacqueline.iribarren@dpi.wi.gov](mailto:jacqueline.iribarren@dpi.wi.gov).**