

MEMORANDUM

May 16, 1963

TO: Miss Betty Gilkey
Director of Elementary Education

FROM: Ralph F. Robinson
Bilingual Education

SUBJECT: PROGRESS REPORT ON THE BILINGUAL SCHOOL

Following is a report on the several aspects of the bilingual school which have received attention to date.

Organization and physical plant

Present projections in the bilingual program provide for one regular and four bilingual first grade groups, one regular and four bilingual second grade groups, one regular and four bilingual third grade groups, three fourth grade groups, four fifth grade groups, four sixth grade groups, one resource group, and two orientation groups. One orientation group would include pupils of second and third grade levels and the other would include pupils of fourth, fifth and sixth grade levels. This organization includes the use of three portables.

Personnel

In regard to the preliminary and final meeting of personnel from the Board of Public Instruction and personnel of the Coral Way School, Mr. Logan has interviewed and studied each of the Coral Way candidates with reference to her possible participation in the bilingual program. Of the eleven teachers now working in the first three grades three have been reassigned to schools nearer their homes. The other eight teachers will probably remain in the school, four working in the bilingual program and four being reassigned within the regular school program.

The candidates interviewed from Coral Way and from other schools who are being given serious consideration at this time are as follows:

First Grade

	<u>ENGLISH</u>	<u>SPANISH</u>
TEAM I	Mrs. Marjorie Cook	Mrs. Marta Sierra
TEAM II	Mrs. Shirley Borden	Mrs. Lourdes Menendez
	AIDE - Mrs. Maria Pinciro	

Second Grade

TEAM I	Miss Marilyn Paspeke	Miss Haydea Iglesias
TEAM II	(to be selected)	Mrs. Magda Lecours
	AIDE - Mrs. Teresa Brito	

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Staff List

	<u>ENGLISH</u>	<u>SPANISH</u>
GRADE I	Mrs. Margaret Hoydrick	Mrs. Josefina Sanchez
GRADE II	(to be selected)	(to be selected)
		AIDE - (to be selected)

All of the native Spanish-speaking teachers listed above are now working as Cuban aides, are participating in the teacher training program at the University of Miami, and have had experience teaching primary grades in Spanish. Personnel of the Bilingual Education Office have participated in the screening of these teachers.

Although three of the twelve teaching positions are yet to be covered, no difficulty is anticipated in securing highly qualified certified teachers for the bilingual school.

Of the three Cuban aides projected for the bilingual groups, Miss Pinediro will continue with the first grade and Miss [name] with the second. The Cuban aide for the third grade has not yet been selected. This third aide should have special aptitudes in art, music, and physical education.

Enrollment

The anticipated enrollment in grades one through three suggests that five and one half groups of Spanish-speaking children will have to be bussed in: two groups of independents for the first grade, one group of high intermediates and one independent for the second grade, and one half group of high intermediates and one independent for the third grade. High intermediates and independents are needed for the second and third grades so the participants will more nearly function on grade level as conditions in the bilingual school normalize and the upper grades are added.

At present, 85 of the pre-registered Spanish-speaking first graders for next year wish to participate and one does not. Of next year's English speaking second graders, 56 wish to participate and 14 do not. And of next year's English-speaking third graders, 62 wish to participate and 11 do not. Parents who have not indicated their preference are still being canvassed.

Scheduling

Sample schedules for grade one and grades two and three are attached. The number of minutes per day in the second language should increase gradually from a few minutes a day up to the full time allotment. It is anticipated that for those pupils in the introductory stages of second language learning it will take from six to twelve weeks to move into the regular schedule.

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The extension of the school day during the last two grading periods of the first grade and for the full year of the second grade will help to ensure that development of the reading skills will not lag.

When the actual schedules are made for the bilingual groups, care must be exercised to insure that the pupils from each grade be brought together for joint activities, such as for example music, art, physical education, supervised play, and lunch, and that the teachers concerned have adequate time for joint planning.

Curriculum

The twelve teachers who are assigned to the bilingual program should participate in a summer curriculum workshop to be held in Coral Way School under the direction of personnel from the Bilingual Education Office. The goal of this workshop will be to produce a guide for a bilingual curriculum which provides for the introduction of skills and content in the pupils' vernacular and for reinforcement of the skills and content in the second language. Priority will be given to the language arts, though it is expected that each of the curriculum areas will be provided for.

Textbooks

The English textbooks will be those currently in use in Coral Way. The basic Spanish textbooks will be the newly developed Laidlaw basal Spanish reading series, the new Heath Spanish science series, and the new Laidlaw Spanish health series. Supplementary Spanish reading materials will also be available.

The Spanish basal readers have been ordered and some have already been received. The Spanish science, health and supplementary reading materials are being ordered.

It is anticipated that for both English and Spanish, materials will be available in sufficient quantity and variety.

Community and public relations

Mr. Logan has given orientation on the bilingual project to the parents of pre-registered incoming first grade children and to the parents of the children now in the first and second grades. He has also explained the proposed program to the Coral Way Parent-Teachers Association and to the incoming and outgoing presidents of Dade County P.T.A. Zone 6. Public notices on the bilingual school have appeared in both the News and in the Journal.

Mr. Logan has received over 50 calls from parents, has called over 15 himself, and has about 20 more to call. Within the community, interest in the bilingual project is high.

Evaluation

Preliminary conversations have been held with Mr. Loisele relative to the preparation of a plan for systematic evaluation of the project.

MR:cb

Attachments

SAMPLE FIVE GRADE SCHEDULE

DI-VINCENTI SCHOOL

<u>Spanish</u> <u>Section</u>	<u>Teacher</u>	<u>Time</u>	<u>English</u> <u>Section</u>	<u>Teacher</u>
Opening Exercises and Music	E	8:30	Opening Exercises and Music	E
Reading	E	8:45	Reading	E
Supervised Play	S	9:45	Supervised Play	A
Language Arts	S	10:00	Language Arts	E
Social Studies-Science-Health	S	10:20	Language Arts	E
Arithmetic	S	10:40	Arithmetic	E
Lunch (S-Lunch)	A	11:00	Social Studies-Science-Health	E
Social Studies-Science-Health	E	11:30	Lunch	A
Physical Education (E-Lunch)	A	12:00	Language Arts	S
Arithmetic	E	12:30	Language Arts	S
Language Arts	E	12:40	Physical Education	S
Language Arts	E	1:10	Arithmetic	S
Language Arts	E	1:20	Social Studies-Science-Health	S
Art	A	1:40	Art	S

S = Spanish Teacher

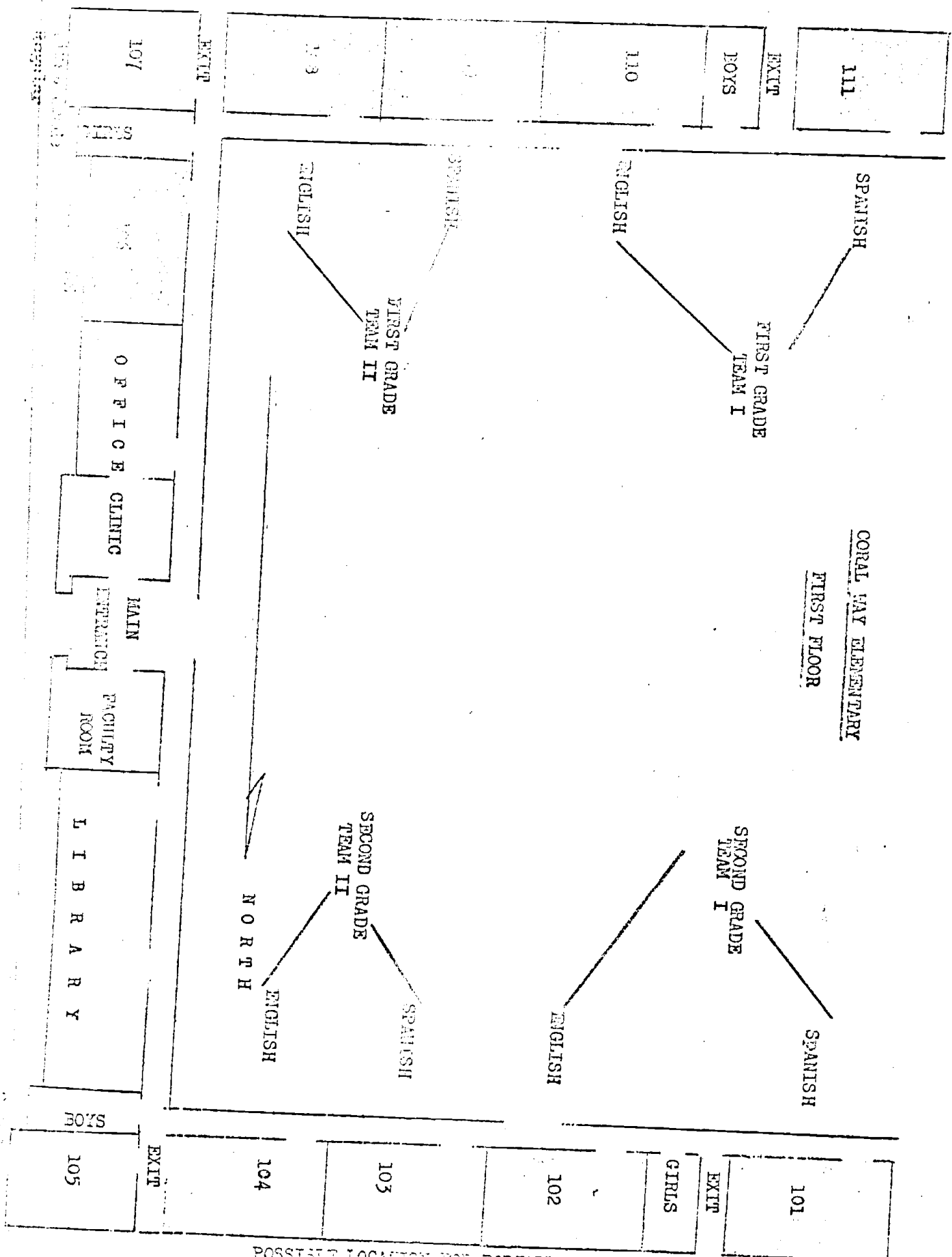
E = English Teacher

A = Aide

2nd or 3rd

Grade	Time	Subject	Teacher
1st	8:00	Opening Exercises and Music	B. G. A.
1st	8:45	Reading	B
1st	9:35	Reading	B
1st	10:25	Language Arts	B
1st	11:05	Physical Education	A. G. P. M.
1st	11:55	Arithmetic	B
1st	12:45	Arithmetic	B
1st	1:35	Music	
1st	2:25	Social Studies-Science-Health	B
1st	3:15	Supervised Play	B
1st	4:05	Reading	B
1st	4:55	Language Arts	B
1st	5:45	Language Arts	B
1st	6:35	Art	B. G. A.
1st	7:25	Art	B
1st	8:15	Arithmetic	B
1st	9:05	Social Studies-Science-Health	B
1st	9:55	Dismissal	

B. G. A. - Physical Education
 B. G. A. - Physical Education
 B. G. A. - Physical Education
 B. G. A. - Physical Education



CORAL WAY ELEMENTARY
FIRST FLOOR

FIRST GRADE

FIRST GRADE
TEAM I

FIRST GRADE
TEAM II

SECOND GRADE
TEAM I

SECOND GRADE
TEAM II

EXIT

EXIT

107

108

110

111

112

OFFICE CLINIC

MAIN

ENTRANCE

INFORMATION
FACILITY
ROOM

LIBRARY

EXIT

105

NORTH

104

103

102

GIRLS

EXIT

101

POSSIBLE LOCATION FOR PORTABLES

Possible
Resource Class

Possible

Possible

CORAL GAY ELEMENTARY
SECOND FLOOR

215

STAIRS

BOYS

214

212

STAIRS

211

GIRLS

210

SECOND GRADES

209

CURRICULUM OFFICE

208

207

205

BOYS

STAIRS

205

THIRD GRADE
TEAM II

ENGLISH

SPANISH

N O R T H

THIRD GRADE
TEAM I

ENGLISH

SPANISH

201

STAIRS

GIRLS

202

203

204

THIRD GRADES

April 18, 1963

TO: All Parents of First and Second Grade Pupils

FROM: J. L. Logan, Principal
Coral Way Elementary School

SUBJECT: SPECIAL PROGRAM IN BILINGUAL EDUCATION: GRADES 1, 2, 3

On March 6, 1963 the Dade County Board of Public Instruction approved a plan to establish a bilingual school during the school year 1963-1964. It was believed that the enrollment of large numbers of Spanish-speaking pupils in many elementary schools afforded an opportunity which could be mutually beneficial to both the Spanish-speaking child and the English-speaking child. The purpose would be to assist English-speaking pupils to speak, read, and write in both languages, and to assist Spanish-speaking pupils to maintain literacy in Spanish as well as to learn English. Coral Way School is fortunate to have been selected as the school to initiate this project. The teachers who will work in this program will be given special training and be under the supervision of specialists who have worked in schools of this type in other countries.

During the first year of operation, bilingual instruction will be offered to certain groups of children of the first three grades. The program will be expanded each year to include the next grade level until the special classes will be offered through the sixth grade. Instruction in the second language for the pupils will progress as rapidly as they are able to work comfortably. Ultimately it would be expected that about half of the instruction would be given in English and half in Spanish.

No child will be required to participate in this project. Pupils currently attending Coral Way will be given the first opportunity to enroll in the classes engaged in the program.

If a sufficient number of pupils within this school do not elect to participate, then enrollment will be open to pupils from other Dade County Schools on a first-come basis.

On Wednesday, April 24, 1963 at 9:30 a.m. in the school lunchroom there will be a meeting of parents of first and second grade children to further explain this program and to answer questions.

If you are interested in this unusual opportunity for your child please indicate and return the bottom section of this memorandum to your child's teacher by April 22.

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I (would, would not) like to have my child, _____
Pupil's name

participate in the Bilingual Instruction program during 1963-1964.

Parent or Guardian

Child's teacher

Date

EXCERPTS FROM MINUTES OF THE BOARD OF PUBLIC INSTRUCTION OF DADE COUNTY
MAY 6, 1963

A memorandum was received from Mr. Robert B. Tamm, Jr., Assistant Superintendent for Educational Evaluation, and Miss Betty Gilkey, Director of Elementary Education, stating that the enrollment of large numbers of Spanish-speaking pupils in many elementary schools affords an opportunity which could be mutually beneficial to both the Spanish-speaking child and the English-speaking child.

29,157
Authorizing Experiment
with Bilingual
School during
1963-64 School
Year

They therefore recommend that an experiment with a bilingual school be initiated during the school year 1963-64. This experimental program to be operated in conjunction with the project to develop instructional material for Cuban Refugees. The purpose would be to assist English-speaking pupils to speak, read, and write in both languages, and to assist Spanish-speaking pupils maintain literacy in Spanish as well as to learn English.

No child should be required to participate in the bilingual instructional program. Pupils currently attending the school which will be designated as bilingual would be given the first opportunity to enroll in the classes engaged in the program. If a sufficient number of pupils within the school do not elect to participate, then enrollment should be open to pupils from other Dade County Schools on a first-come basis.

During the first year of operation, bilingual instruction would be offered to children of the first three grades. The program would be expanded each year to include the next grade level until bilingual instruction would be offered through the sixth grade. Instruction in the second language for the pupils would progress as rapidly as they are able to work comfortably. Ultimately it would be expected that about half of the instruction would be given in English and half in Spanish.

If this experimental program is approved, it will then be necessary to form a committee of teachers and supervisors of bilingual education to organize materials to be used by the teachers and pupils in this program.

Upon recommendation of the Superintendent, Mr. Robert B. Tamm, Jr. and Miss Betty Gilkey, Mr. Tamm moved, seconded by Mr. Braddock and unanimously carried that an experiment with a bilingual school as outlined above, be initiated during the school year 1963-1964.