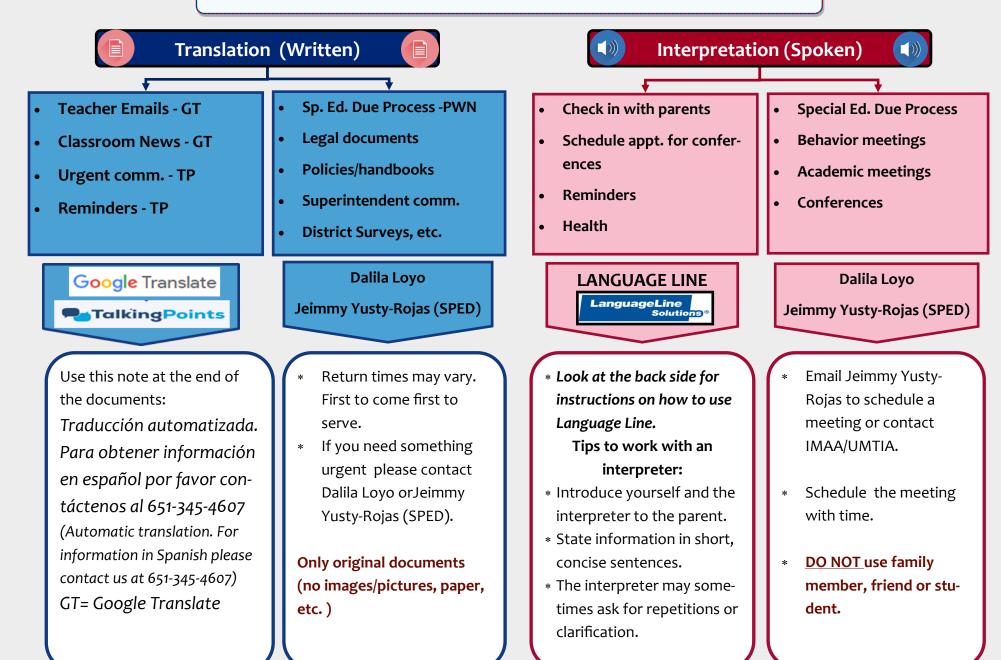
COMMUNICATION WITH ENGLISH LEARNERS FAMILIES/STUDENTS (LEP) LAKE CITY (GRADES 7-12)



How to use:

LanguageLine Solutions

- 1. Dial 1-866-874-3972
- 2. Provide Client ID: 5 0 9 3 1 3
- 3. Select the language you need
 - a) Press 1 for Spanish
 - b) Press 2 for all other languages & state the name of the desired language
- 4. Provide your School Code: 0813
- 5. Summarize to the interpreter why are you calling: Parent teacher conferences
- Ask the interpreter to dial the parent number or place the interpreter on hold and conference in the parent.
- 7. Say "End of Call" to the interpreter when your call is completed

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** The language line service is only for school use. <u>Please do not share</u> the number or codes.

Other Resources

- Intercultural Mutual Assistance Association (IMAA) Regional organization that provides trained interpreters. (507)-289-5960 ext. 131, Languageservices@imaa.net, http://imaa.net/service-programs/interpretingtranslating.
- 2. Upper Midwest Translators & Interpreters Association https://umtia.org/directory
- 3. Contact Jeimmy Yusty-Rojas GCED Cultural Liaison for assistance on these and other resources.



Do you want to learn more about communications with English Language Learners Families/students?

Schedule a meeting with Jeimmy Yusty-Rojas for a staff training at jyusty-rojas@rwps.org