



Genesee Intermediate  
School District

**English as a Second/Other Language**

Sara Rainwater

ESL Coordinator

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**Dear Parent:**

You will receive communication from your school in the English language throughout the year. This communication may include information about your student's behavior or academic reports, newsletters with important dates, invitations for teacher meetings/conferences and more. Please know that we have a translation system that can assist us in effectively communicating with each other if needed.

If at any time you would like to speak with a school staff member or have a conference using translation, please ask for translation or for ***LANGUAGE LINES TRANSLATION SYSTEM***. Language Lines is a phone translation service that can be used via conference/three way call or speaker phone to translate between English and another language. This service is FREE to you. If the individual you ask doesn't understand your request for translation, the building administrator should be aware of this translation service that GISD provides to all schools receiving its services. Bilingual tutors may, in certain circumstances, also be available for translation.

Additionally, if you ever need clarification on written material that was sent to you in English, you may take the printed information to the school and a staff member can use the translation system to make it comprehensible for you.

We value your participation in your child's education.

Thank you for your involvement.

Sincerely,