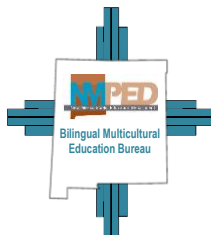
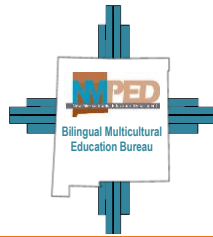


Bilingual Multicultural Education Bureau
2017-2018 Important Dates
As of 11.20.2017—changes highlighted in
yellow



Month	Task/Event	Notes
AUGUST	<ul style="list-style-type: none"> Language Usage Survey (LUS) to Parents of Initially-enrolled Students Administer W-APT/WIDA Screener Online to determine EL status EL program placement and notification of parents. Fall Regional Professional Learning Sessions for Title III/BME Directors 2017-2018 Technical Assistance/Focused Monitoring (TA/FM) Visits to District 	<ul style="list-style-type: none"> W-APT kindergarten/ WIDA Screener Online grades 1-12 must be administered and parents notified within 30 calendar days of beginning of school. <i>Please keep a copy of parent notification letter in the student's cumulative file.</i> TA/FM Visits will be on-going throughout the school year.
SEPTEMBER	<ul style="list-style-type: none"> September 7-8: WIDA Leading Schools for EL Achievement Training (for district and school administrators only) September 20: 20th day Instructional Plans due September 30: District BMEP Annual Reporting due to BMEB (Home Language Proficiency Data and Expenditure Reports). 	<ul style="list-style-type: none"> Do not wait until the last minute to submit Instructional Plans!
OCTOBER	<ul style="list-style-type: none"> October 3-4: WIDA Scaffolding Learning Through Language Training October 11: STARS 40th day October 25-26: WIDA Formative Language Assessment Training 	<ul style="list-style-type: none"> If there are changes $\pm 10\%$ of student participation in program (<i>by program hour</i>), revised instructional plans must be submitted to BMEB 5 days before beginning of reporting period.
NOVEMBER	<ul style="list-style-type: none"> November 3: BME Program Recognition Forms available November 7-8: WIDA Engaging ELs in Science Training November 27: State Bilingual Advisory Council (SBAC) Applications released November 27: Bilingual Multicultural Education Program (BMEP) Award Applications released 	<ul style="list-style-type: none"> <i>Please note:</i> Do not wait to submit RfRs. These are reviewed regularly at BMEB. Please submit twice monthly. If you are in doubt as to whether or not an expense is Title III allowable, reasonable and allocable, please inquire <u>BEFORE</u> expenses are made to ensure reimbursements will be possible.
DECEMBER	<ul style="list-style-type: none"> December 1: STARS 80th day BME Program December 1: Recognition Applications are due 	<ul style="list-style-type: none"> If there are changes $\pm 10\%$ of student participation in program (<i>by program hour</i>), revised instructional plans must be submitted to BMEB 5 days before beginning of reporting period.

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Month	Task/Event	Notes
JANUARY	<ul style="list-style-type: none"> ACCESS for ELLs 2.0 Additional Test Material Window in AMS: TBD January 16 - February 15: Legislative Session January 26: Bilingual Day at the State Capitol BMEP Schools to be recognized are notified. January 22 – March 16: ACCESS for ELLs 2.0 Testing Window 	<ul style="list-style-type: none"> Please make sure you have ordered your test materials and have trained those administering the exam in time. Bilingual Day at the State Capitol may be scheduled January-March during the Legislative Session.
FEBRUARY	<ul style="list-style-type: none"> February 12-13: WIDA Scaffolding Learning Through Language Training in Santa Fe February 14: STARS 120th day February 15-16: WIDA Scaffolding Learning Through Language Training in Las Cruces February 27: Title III Intent to Apply is due 	<ul style="list-style-type: none"> If there are changes $\pm 10\%$ of student participation in program (<i>by program hour</i>), revised instructional plans must be submitted to BMEB 5 days before beginning of reporting period. Title III Intent to Apply is for districts and state charters who did not apply for a Title III subgrant for SY 2017-2018.
MARCH	<ul style="list-style-type: none"> Spring Regional Professional Learning Sessions for Title III/BME Directors BME Program Application released Title III Local Plan Application released Title III Immigrant Grant Application released March 5 – March 30: SBA Science Test 	<ul style="list-style-type: none"> Title III Planning Allocations will be released. Eligible Districts for Immigrant Funding will be notified and invited to apply.
APRIL	<ul style="list-style-type: none"> April 16 – May 4 (PBT); April 16 – May 11 (CBT): PARCC Testing Window: April 16 – May 4: SBA Spanish Language Arts Testing Window 	<ul style="list-style-type: none"> If your district will be requesting testing waivers for ELs, please ensure this done in a timely manner and that testing accommodations required by students have been arranged and documented as per district policy.
MAY	<ul style="list-style-type: none"> May 4: Title III Local Plans due to WebEPSS. May 4: Immigrant Grant Applications due May 4: BME Program Applications due 	<ul style="list-style-type: none"> Districts that have adopted the State Seal of Bilingualism-Biliteracy must report state seal data during its defined EOY reporting period.
JUNE	<ul style="list-style-type: none"> End of Year (EOY) STARS Reporting June 30: All 2016-2017 Title III expenditures must be encumbered to be reimbursed. No exceptions. Please submit RfRs in a timely manner. 	<ul style="list-style-type: none"> If you are in doubt as to whether or not an expense is Title III allowable, reasonable and allocable, please inquire <u>BEFORE</u> expenses are made to ensure reimbursements will be possible.