Required PROFESSIONAL DEVELOPMENT for Employees "New" to the Position

Department	Bilingual, English Second Language, Dual Language, Foreign Language	Submitted By	Director	Year Submitted	2011-2012

Audience	**First Year Language Proficiency Assessment Committee Clerks**	

Foundational Level (Year 1)

Month	August	**Duration of Training**
Title	LPAC Clerk Roles and Responsibilities Overview	**6 hours**
Presenters	Bilingual, ESL, Dual Language, Foreign Language Coordinators & Specialists	**ERO Required**
Months	September - May Onsite	**Duration of Training**
Topics	Hands On Training: Documentation and Computer Entries	**Dependent on Session Design**
Presenters	Bilingual, ESL, Dual Language, Foreign Language Coordinators & Specialists	