



**Hastings
Public Schools**

Language Access Plan

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Students are the heart  *of all we do*

Hastings Public Schools: Language Access Plan Overview

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- Ensures compliance with state (Minn. Stat. §123B.32) and federal requirements.
- Provides a roadmap for equitable communication with multilingual families.
- Supports staff in accessing interpretation, translation, and language development resources.

Purpose and Goals

Purpose:

- Provide clear systems for communication with all families, regardless of language background.

Goals:

- Identify and meet language service needs.
- Train and support staff in using approved interpretation and translation tools.
- Monitor and evaluate effectiveness annually.

Language Assistance Services

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Interpretation Options:

- Language Line: For phone calls home.
- In-Person Interpreters: Use for parent/family in-person meetings or conferences.
(Requested through building office.)

Translation Tools:

- TalkingPoints: Text and email in families' preferred languages.
- TransACT: Provides required written ESSA notices and forms (free statewide access).
- District Website: Available in English and Spanish

Role of English Learner Educators

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- Specialized Instruction: Develop English proficiency in listening, speaking, reading, and writing.
- Progress Monitoring: Track and report language and academic growth.
- Family Support: Help multilingual families navigate school systems and resources.
- Professional Learning: Train teachers to support multilingual learners effectively.

Implementation and Procedures

Oversight:

- Director of Teaching & Learning and Director of Communications

Identification & Access:

- Preferred language captured during enrollment and visible in Infinite Campus.
- Enrollment staff trained to access interpreters.
- Teachers encouraged to confirm families' communication preferences.

Notice of Services:

- Communicated via Family Handbook, back-to-school events, and registration.
- Interpreters scheduled in advance for conferences and advisory meetings.

Training and Maintenance

- **Staff Training:** December 1 training provided to staff during Staff Development. Beginning 26-27 school year, reviewed annually during Workshop Week.
- **Plan Maintenance:** Updated yearly based on usage, feedback, and available languages.

Recommendation

- Adopt the plan as the Hastings Language Access Plan
 - [Hastings Language Access Plan](#)





Questions?

