



Language Access Plan

Becker Public Schools

Effective Date: 09/01/25

Reviewed/Updated: 08/15/25

1. Purpose

This Language Access Plan (LAP) outlines Becker Public School's commitment to providing meaningful access to services for individuals with Limited English Proficiency (LEP), in compliance with federal and Minnesota state laws, including Title VI of the Civil Rights Act of 1964, Executive Order 13166, and Minnesota Statutes §15.441 and §256.01, subd. 16.

2. Legal Authority

This plan is developed in accordance with:

- **Federal Laws:**
 - Title VI of the Civil Rights Act of 1964 (prohibiting discrimination based on national origin)
 - Executive Order 13166 (Improving Access to Services for Persons with LEP)
 - Americans with Disabilities Act (ADA) for communication access
- **Minnesota State Laws:**
 - Minnesota Statutes §15.441 (requiring state agencies to provide language access services)
 - Minnesota Statutes §256.01, subd. 16 (requiring translation of vital documents for human services programs)

3. Needs Assessment

A. Identifying LEP Populations

Becker Public Schools will assess the language needs of the community it serves by:

- Analyzing U.S. Census data and state demographic reports.
- Reviewing language requests from clients.
- Collecting feedback from frontline staff and community partners.

B. Languages Most Frequently Encountered

Based on available data, the primary non-English languages spoken by LEP individuals in our service area include: In order of frequency

- Spanish
- Russian
- Hmong
- Chinese/Mandarin
- Filipino (various dialects)
- Karen
- French/Creole
- Japanese
- Romanian
- Vietnamese
- Orono/Afan
- Italian
- German
- Croatian
- Bisaya

4. Language Assistance Services

A. Interpretation Services

Becker Public Schools provides oral interpretation services through:

- Becker staff interpreters
- Professional in-person interpreters
- Telephonic interpretation services (Language Line)

B. Translation of Written Materials

Vital documents will be translated into languages spoken by a significant portion of the LEP population, as required by Minnesota law. These documents include:

- Applications and consent forms
- Notices of rights and responsibilities

- Public-facing program materials
- Emergency notifications

5. Staff Training

All staff who interact with the public will receive training on:

- Identifying LEP individuals
- Proper use of interpretation and translation services
- Cultural competency and legal obligations under Title VI and Minnesota law

6. Notice of Language Services

Becker Public Schools will inform LEP individuals of their right to free language assistance through:

- Multilingual signage in public areas
- Statements in public documents and websites
- Outreach efforts with LEP families

7. Monitoring and Evaluation

Becker Public Schools will conduct annual reviews of the LAP to:

- Assess language service effectiveness
- Identify gaps in services
- Make necessary updates to meet evolving community needs

8. Complaint Process

LEP individuals who believe they have been denied language access services may file a complaint with:

- **Internal Contact:** Carla Nolan, Executive Director of Curriculum and Instruction

9. Contact Information

For more information or assistance regarding language access, contact:

Carla Nolan, Executive Director of Curriculum and Instruction
12000 Hancock St

Becker, MN 55308
(763) 261-6327
cnolan@isd726.org
<https://www.becker.k12.mn.us/>

This Language Access Plan is effective as of 9/1/25 and will be reviewed annually or as required by law.