



Fall 2009

Dear Parents/Guardians:

Welcome to the 2009-10 school year. The Pleasanton Unified School District identified more than thirty-six languages last year that are spoken in our schools. It is a tremendous compliment to the district to have such diversity, and it requires effective planning to ensure that students and families of a language other than English have access to a quality education, beginning with communication.

The Pleasanton Unified School District is currently updating our annual list of people who would be willing to assist with oral and/or written translations when needed. According to the Home Language Survey submitted to your child's school, a language other than English is spoken in your home. If you would be willing to provide voluntary translation assistance we would greatly appreciate your help. Translations may include phone conversations, documents, or translating during a meeting at the school site.

If you are willing to volunteer, please complete the questions below, and return this letter to your child's teacher or school office, or email to rhempy@pleasanton.k12.ca.us, or fax to 925-462-8216. Someone will contact you in the event translation services are needed.

Thank you for your support.

Sincerely,

Jane R. Golden,
Director of Curriculum and Special Projects (and English Learner programs)

Language Translation Volunteer Form

I am interested in assisting the Pleasanton Unified School District with translations.

Name: _____ Phone(s): _____

Driver License Number: _____ Date of Birth _____ Male/Female _____
(above required for background check)

School preference: _____ Are you willing to help other schools? _____

Language: _____ Speak _____ Read _____ Write _____

Available days/times: _____ Special notes: _____

Teachers or office staff: Please forward to the Special Projects Office.