



STATE OF CONNECTICUT  
DEPARTMENT OF EDUCATION



**TO:** Superintendents of Schools

**FROM:** Irene Parisi, Chief Academic Officer

**DATE:** January 9, 2025

**SUBJECT:** Parent Bill of Rights, Translation and Interpretation Services for English Learners/Multilingual Learners

This memorandum serves as notice that Connecticut General Statutes (C.G.S.) Section 10-17o(b) requires each local and regional board of education providing a program of bilingual education or English as a new language to provide the parents and guardians of eligible students with a copy of the multilingual learner bill of rights created by the Connecticut State Department of Education (CSDE) in the dominant language of such parents and guardians, and to make such copies of the multilingual learner bill of rights available on the Internet web site of such board.

Additionally, C.G.S. Section 10-17o(a)(3) states:

The right of a multilingual learner student to have translation services provided (A) by an interpreter who is present in person or available by telephone or through an online technology platform, or (B) through an Internet web site or other electronic application approved by the State Board of Education during critical interactions with teachers and administrators, including, but not limited to, parent teacher conferences, meetings with administrators of the school in which such student is attending, and at properly noticed regular or special meetings of the board of education or scheduled meetings with a member or members of the board of education responsible for educating such student, in accordance with C.G.S. Section 10-218b. Section 10-218b also provides that such request for translation services shall be made at least one day in advance of such meeting of the board or with a member or members of such board.

To support districts in meeting these requirements, the Connecticut State Board of Education (SBE) adopted an [Approved Providers for Translation and Interpretation Services for English Learners/Multilingual Learners](#) for use by districts. Attachment A of the Approved List of [Translation Services for English Learners/Multilingual Learners](#) provides the list of approved vendors, the services they provide, and languages served. This list can be considered as a state approved list for local board of education or regional board of education contracting purposes.

Furthermore, the CSDE has published the [Parent Bill of Rights for English Learners and Multilingual Learners](#) on the CSDE website in 37 languages spoken by the 54,000 ELs/MLs and their families statewide. Districts are required to provide the link on the district website to the [Parent Bill of Rights for English Learners and Multilingual Learners](#) site page for ease of access.

For specific questions related to English Learners/Multilingual Learners, bilingual programming and Title III, please contact Education Consultant, Dr. Megan Alubicki-Flick at [Megan.Alubick@ct.gov](mailto:Megan.Alubick@ct.gov).

IEP:maf

cc: Charlene M. Russell-Tucker, Commissioner of Education, CSDE  
Dr. Charles E. Hewes, Deputy Commissioner of Academics and Innovation, CSDE  
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