

*Building Better Communities Through Education*

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Date: January 12, 2016

From: Office of Human Resources

Subject: ESL Hiring Plan and Interview Process

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Effective January 12, 2016, Gestalt Community Schools will follow the subject plan for Hiring ESL (English as a Second Language) Teachers for ELLs (English Language Learners). All teachers of any language instruction program for English Language Learners (ELLs) need to be fluent and competent in the four domains of language assessed by the English Language Proficiency Assessment: reading, writing, speaking, and listening. Evaluation will be completed based on the following criteria:

- 1) A teachers fluency in listening and speaking will be documented and evaluated during the interview process. A selector will be responsible for noting listening mistakes, miscues, grammar, and syntax mistakes, and judging the level of fluency for both speaking and listening.
- 2) Reading will be evaluated through the reading and responses that show understanding of the application process and essay questions. Reading may also be satisfied through the college transcript if from an English speaking university or by Praxis score.
- 3) Writing fluency will be assessed by means of two essay responses in the application. The applicant will be asked to respond to two essay questions regarding their fit for Memphis, relevant experience and past record of achievement.

Candidates will be assessed on all four domains as part of the application and interview process.