



DOE OTM
Department of Education
Educator Quality Section
P.O. Box 2360 Honolulu, HI 96804

**NOTIFICATION OF SPECIAL POPULATION CLASS FORM –
ALC, HAWAIIAN LANGUAGE IMMERSION OR ENGLISH LEARNER**

The ALC, Hawaiian Language Immersion and English Learner classes are considered special populations and need to be reported separately for ESSA.

Teacher requirements for these special populations are:

- ALC assignments - Teachers must have a valid HTSB secondary license in the grade level they are assigned to teach.
- Hawaiian Language Immersion assignments - Teachers must have a valid HTSB Hawaiian Language Immersion license in the grade level they are assigned to teach and meet the content proficiency in the assigned content area.
- EL assignments - Teachers must have a valid HTSB TESOL license in the grade level they are assigned to teach or TESOL ESSA content equivalency and meet the content proficiency in the assigned content area.

I. PRINCIPAL CERTIFICATION

Last Name _____ First Name _____ Middle Name _____

DOE School _____ Daytime Phone Number _____

Your *HIDOE* or *PCS* email: _____

Principal Signature _____ Date _____

II. SPECIAL POPULATION CLASS INFORMATION

- Special Population codes: Alternative Learning Center (U)
Hawaiian Language Immersion (I)
English Learner (J)

Teacher Name _____ Employee ID _____

<u>CLASS NAME</u>	<u>ACCN#</u>	<u>SPECIAL POPULATION CODE</u>