DEPARTMENT of EDUCATION
louisiana Believes

The following Instructional Leadership Team (ILT) meeting agenda was developed by the LDOE's World Languages Team to help schools and school systems as they plan for the implementation of a dual language immersion (DLI) program.

For additional information, please email language.acquisition@la.gov.

Dual Language Immersion (DLI) Planning: Pre-Program Site Visit
Meeting Resources: ● The Louisiana Guide to Effective Dual Language Immersion Programming ● Dual Language Immersion (DLI) Program Planning Document
Initial Guiding Questions: ● *What is the primary goal of conducting site visits?* ● *What information can be gained from conducting immersion program site visits?* ● *How will the information collected from site visits inform program design?*

Assess Impact	**Guiding Questions:** ● *Who will schedule and lead the team's site visits?* ● *Which program sites most closely match anticipated student population, program type, and anticipated outcomes?* ● *Which program site(s) will be observed?* ● *Which members of the team will attend the program site visit(s)?* ● *What potential dates are available for site visits?* ● *How will the site visit team grow in its knowledge of DLI through the scheduled visits?*
Define the Purpose	● Establish team leadership for site visits. (Step 4-DLI Program Planning Document) ● Establish team timelines for site visits. (Step 4-DLI Program Planning Document) ● Identify specific team site visit look-fors. (Step 5-DLI Program Planning Document)
Receive New Learning	**Guiding Question:** ● *How can the "look fors" in Step 5 of the* Dual Language Immersion (DLI) Program Planning Document *be used by team members?* ● *How will the site visit team be divided during each visit to maximize the team's time at the site(s)?* ● *What questions need to be asked/answered during the site visit?* Review Step 5 *of the* Dual Language Immersion (DLI) Program Planning Document.
Internalize and Practice	**Share Out Protocol:** As a team, complete the following planning steps. 1. Choose a team member to lead the scheduling and logistics of the team's site visit(s). 2. Create a team to research and select potential programs for site visits. 3. Identify which members of the team should attend site visits. 4. Coordinate site visit team member calendars to target potential dates for site visits. 5. Brainstorm questions to be asked during site visit. a. Identify to whom each question will be posed.
Next Steps	Upon receipt of site visit locations, team members will review school and system websites for information about DLI programming. Team members will log findings in a shared document for discussion at the next meeting.