



COMMONWEALTH of VIRGINIA  
Department of Education

August 5, 2016

TO: Division Superintendents

FROM: Steven R. Staples, Superintendent of Public Instruction

**SUBJECT: Expediting Comprehension for English Language Learners (ExC-ELL) 101 Institute**

As part of the Virginia Department of Education's ongoing effort to ensure compliance with Section 3111(b) (2) of the *Elementary and Secondary Education Act of 1965* (ESEA), as amended, an *ExC-ELL 101 Institute* for educators of English learners will be offered. This three-day professional development training will be presented by Dr. Margarita Calderón & Associates at the following site on the dates specified below:

Date and Time	Institute Location and Lodging Information
<b>ExC-ELL 101</b> Wednesday, Thursday, and Friday October 5-7, 2016 8 a.m. - 4 p.m.*	Newport News Marriott at City Center 740 Town Center Drive Newport News, Virginia 23606 757-873-9299
<b>ExC-ELL 101</b> Monday, Tuesday, and Wednesday October 10-12, 2016 8 a.m. - 4 p.m.*	Sheraton Roanoke Hotel and Conference Center 2801 Hersherberger Road Roanoke, Virginia 24017 540-563-9300

\*Registration begins at 7:30 a.m.

The *ExC-ELL 101 Institute* is intended for kindergarten through grade 12 educators of English learners. The three-day training will present, model, and engage participants in research-based instructional strategies for integrating academic language, reading comprehension, and writing strategies into the content areas to assist ELLs in mastering academic content.

**Registration and Lodging:** The Office of Continuing and Professional Education at Virginia Tech will manage online registration and lodging. A limited block of hotel rooms for participants outside of a fifty-mile radius of the training location will be provided. Lodging reservations will be made during the online registration process. Please register and reserve your lodging room, *if needed*, online at <http://www.cpe.vt.edu/reg/excell/>. Your room will be charged to the Department's master account. **The deadline for registration and lodging is Thursday, September 1, 2016.**

**Authorized Expenses:** Evening meals, parking, and travel costs are the responsibility of attendees; however, these expenses are authorized activities and may be charged to local Title I, Part A; Title I, Part C; Title II, Part A; or Title III, Part A, budgets. Materials, breakfast, and lunch will be provided.

**Cancellation:** If participants need to cancel their hotel reservations, please contact Christy Wallace, the Virginia Tech registrar, **no later than September 26, 2016**, at [wallacec@vt.edu](mailto:wallacec@vt.edu) or (540) 231-6735. Failure to advise the registrar in advance may result in lodging charges to the attendee.

For questions, please contact Judy Radford, ESL professional development coordinator, at [Judy.Radford@doe.virginia.gov](mailto:Judy.Radford@doe.virginia.gov) or 804-786-1692.

