



# **Clovis Municipal Schools**

## **NM Bilingualism-Biliteracy State Seal Application**

**GRADES 9TH-12TH**

**Federal Programs**

**1009 Main St.**

**Clovis, NM 88101**

**(575) 769-4328**

# **New Mexico Bilingualism-Biliteracy State Seal Application**

The New Mexico State Seal of Bilingualism and Biliteracy is a prestigious accomplishment that certifies a student is proficient in a language other than English. For a student to receive this seal on their high school diploma and transcripts, they must meet the rigorous requirements set forth by the State of New Mexico Public Education Department and the Bilingual Multicultural Education Bureau.

Clovis Municipal Schools students have three options or pathways to receive the seal and the options are detailed inside this application. Along with meeting these requirements, the student must meet the New Mexico High School Graduation requirements and receive a Diploma of Excellence.

If you have questions please contact a Bilingual, Foreign Language teacher or your school counselor. For more information you can also go to

[http://ped.state.nm.us/ped/Bilingual\\_Seal.html](http://ped.state.nm.us/ped/Bilingual_Seal.html). You can also find the application on the CMS website under Federal Programs.

*Santi Gutierrez*

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CMS Bilingual Multicultural  
Education Coordinator



Scan QR code above for contact information.

To receive the New Mexico Bilingualism-Biliteracy State Seal you must choose ONE of the options below and meet all of the requirements needed for that option. You can apply and complete this process prior to your senior (12th) year of high school, but not prior to your freshman (9th) year. All graduation requirements must also be met in able to qualify for the seal.

### Checklists for Each Option

#### **OPTION 2**

##### Option 2—Units of Credit and Assessment Sample Checklist

Name of Student:		Student ID:		Language Chosen:	
All four (4) units of credit must be in the same language.					
<b>ANY COMBINATION OF FOUR (4) UNITS IN ANY OF THE FOLLOWING:</b>					
LANGUAGE COURSES		LANGUAGE ARTS COURSES		CONTENT AREA COURSES: MATH, SCIENCE, SOCIAL STUDIES	
Name of course	Grade of 'C' or higher	Name of course	Grade of 'C' or higher	Name of course	Grade of 'C' or higher
Choose ONE assessment. The assessment must be in the same non-English language as are the units of credit.					
Earn a score of three (3) or higher on an AP examination of a LOTE		Earn a score of four (4) or higher on an IB examination for a higher-level, non-English language		Earn a score of proficient on a national assessment of language proficiency in a LOTE	
<b>a. AP Exams</b>	<b>Score</b>	<b>b. IB Exams</b>	<b>Score</b>	<b>IB Exams (cont.)</b>	<b>Score</b>
Chinese Language and Culture		Arabic A: Literature		Japanese A: Literature	
French Language and Culture		Arabic A: Language and Lit.		Japanese A: Language and Lit.	
German Language and Culture		Arabic B		Japanese B	
Italian Language and Culture		Chinese A: Literature		Korean A: Literature	
Japanese Language and Culture		Chinese A: Language and Lit.		Korean A: Language and Lit.	
Latin		Chinese B		Korean B	
Spanish Language and Culture		Classical Greek		Latin	
Spanish Literature and Culture		French A: Literature		Portuguese A: Literature	
		French B: Language and Lit.		Portuguese A: Language and Lit.	
		French B		Portuguese B	
		German A: Literature		Russian A: Literature	
		German A: Language and Lit.		Russian A: Language and Lit.	
		German B		Russian B	
				Spanish A: Literature	
				Spanish A: Language and Lit.	
				Spanish B	
<b>d. Pass a NM assessment in a language other than English.</b>				<b>Score:</b>	

\*LOTE-Language Other Than English

#### Units of Credit

Any combination of four (4) units of credit in the same LOTE, with a grade higher than a “C”, in any of the following:

- Language courses (Spanish, French, Spanish II, German, etc.)
- Language Arts Courses (SLA)
- Content Area Courses: Math, Science, Social Studies

#### Assessments

There are two types of assessments offered by CMS, the AP exam and the Avant Stamp.

If you are a senior and you score a three (3) or higher on the AP Exam, the seal will be awarded once the results are received, which will be after graduation.

If you take the Avant Stamp assessment, we will have those results within a week. Check out the link: <https://stamp4s.avantassessment.com/avant/do/samplelogin>

## OPTION 3

### Option 3—Units of Credit and Alternative Process Portfolio\* Sample Checklist

Name of Student:		Student ID:		Language Chosen:	
All four (4) units of credit must be in the same language.					
<b>ANY COMBINATION OF FOUR (4) UNITS IN ANY OF THE FOLLOWING:</b>					
LANGUAGE COURSES		LANGUAGE ARTS COURSES		CONTENT AREA COURSES: MATH, SCIENCE, SOCIAL STUDIES	
Name of course	Grade of 'C' or higher	Name of course	Grade of 'C' or higher	Name of course	Grade of 'C' or higher
*Districts shall ensure that the alternative portfolio option includes both the <b>receptive</b> and <b>expressive</b> aspects of the LOTE. The student must create a portfolio in the same LOTE as are the units of credit and it must be comprised of the following:					
<b>A PRESENTATION</b>		<b>AN INTERVIEW WITH A PANEL COMPOSED OF THREE OR MORE MEMBERS OF THE DISTRICT'S EDUCATION STAFF AND COMMUNITY</b>		<b>A STUDENT-PRODUCED WORK SAMPLE, WRITTEN WHEN APPROPRIATE</b>	
Presentation topic	Community member names	Role in community	Description of the work sample		

#### Units of Credit

Any combination of four (4) units of credit in the same LOTE, with a grade higher than a “C”, in any of the following:

- Language courses (Spanish, French, Spanish II, German, etc.)
- Language Arts Courses (SLA)
- Content Area Courses: Math, Science, Social Studies

#### Alternative Process Portfolio

Student must submit topic and a summary. In the summary include topic and type of presentation (powerpoint, poster, performance, etc.) as well as what exactly you will be presenting in your own words. The summary must be in English, however the actual presentation **MUST** be in the LOTE chosen.

#### Scoring

50% of the score will come from the written sample the other 50% will be the presentation itself. 70% is considered passing.

#### Written Sample

The written sample must be in the same LOTE chosen as the presentation. The work must be authentic and your own. Use the rubric as a guide on what to include.

#### Presentation

The actual presentation must be authentic and your own work. A panel of 2-3 members will be asking questions, in the LOTE, to assess understanding.

Students will receive two opportunities per school year to present and pass the Alternative Process Portfolio.



## OPTION 4

### Option 4—Assessment and Alternative Process Portfolio\* Sample Checklist

Name of Student:		Student ID:		Language Chosen:			
Choose ONE assessment. The assessment must be in the same non-English language as are the units of credit.							
Earn a score of <b>three (3)</b> or higher on an AP examination of a LOTE		Earn a score of <b>four (4)</b> or higher on an IB examination for a higher-level, non-English language		Earn a score of <b>proficient</b> on a national assessment of language proficiency in a LOTE			
a. AP Exams	Score	b. IB Exams	Score	IB Exams (cont.)	Score	c. National Assessment	Score
Chinese Language and Culture		Arabic A: Literature		Japanese A: Literature		SAT Subject Test	
French Language and Culture		Arabic A: Language and Lit.		Japanese A: Language and Lit.		CLEP	
German Language and Culture		Arabic B		Japanese B		AAPPL (Intermediate/High 1–5)	
Italian Language and Culture		Chinese A: Literature		Korean A: Literature		Avant Stamp (Intermediate low-4/Intermediate high-5)	
Japanese Language and Culture		Chinese A: Language and Lit.		Korean A: Language and Lit.		OPI (Intermediate/High)	
Latin		Chinese B		Korean B		SLPI	
Spanish Language and Culture		Classical Greek		Latin		ASLPI	
Spanish Literature and Culture		French A: Literature		Portuguese A: Literature		PARCC	
		French B: Language and Lit.		Portuguese A: Language and Lit		ACT	
		French B		Portuguese B		DELE	
		German A: Literature		Russian A: Literature		CEFR	
		German A: Language and Lit.		Russian A: Language and Lit.		DELTA	
		German B		Russian B			
				Spanish A: Literature			
				Spanish A: Language and Lit.			
				Spanish B			
d. Pass a NM assessment in a language other than English.			Score:				
*Districts shall ensure that the alternative portfolio option includes both the <b>receptive</b> and <b>expressive</b> aspects of the non-English language. The student must create a portfolio in the same, non-English language as assessed in and be comprised of the following:							
<b>A PRESENTATION</b>		<b>AN INTERVIEW WITH A PANEL COMPOSED OF THREE OR MORE MEMBERS OF THE DISTRICT'S EDUCATION STAFF AND COMMUNITY</b>			<b>A STUDENT-PRODUCED WORK SAMPLE, WRITTEN WHEN APPROPRIATE</b>		
Presentation topic		Community member names		Role in community		Description of the work sample	

### Alternative Process Portfolio

Student must submit topic and a summary. In the summary include topic and type of presentation (powerpoint, poster, performance, etc.). Also include what exactly you will be presenting in your own words. The summary must be in English, however the actual presentation MUST be in the LOTE chosen.

### Scoring

50% of the score will come from the written sample the other 50% will be the presentation itself. 70% is considered passing.

### Written Sample

The written sample must be in the same LOTE chosen as the presentation. The work must be authentic and your own. Use the rubric as a guide on what to include.

### Presentation

The actual presentation must be authentic and your own work. A panel of 2-3 members will be asking questions in the LOTE to assess understanding. Students will receive two opportunities per school year to present and pass the Alternative Process Portfolio.

### Assessments

There are two types of assessments offered by CMS, the AP exam and the Avant Stamp.

If you are a senior and you score a three (3) or higher on the AP Exam, the seal will be awarded once the results are received, which will be after graduation.

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<https://stamp4s.avantassessment.com/avant/do/samplelogin>

## ALTERNATIVE PROCESS PORTFOLIO

Topic: **Autobiography**

The Alternative Process Portfolio is a presentation. The presentation will have a written and oral components. The written part has to be an autobiography. It is NOT a powerpoint, no pictures are necessary and no memorization is needed. An autobiography is a story about your life from your point of view. It can be from the beginning of your life until now or a specific time/event in your life. You could also add what it means to be bilingual or why you chose to get your bilingual seal.

Here is a suggestion on how to organize your story:

Childhood  
Goals  
Ups and Downs  
Conclusion

**\*\*Remember to follow the rubric so you can get the highest points possible. You must score a 70 or higher on the Oral and a 70 or higher on the Written portion.**

# NM Bilingualism-Biliteracy State Seal Writing/Oral Rubrics

## Story Writing : Alternative Process Portfolio- Written Sample

CATEGORY	4	3	2	1
<b>Basics</b>	1.Font: Times New Roman Size: 12 pt 2.Double-spaced 3.Cover page: Title, Name, Date, Grade 4.3-5 pages total including cover page	There are 1-2 requirements missing.	There are 3-4 requirements missing.	There are 5 or more requirements missing.
<b>Creativity</b>	The story contains many creative details and/or descriptions that contribute to the reader's enjoyment. The author has really used his/her imagination.	The story contains a few creative details and/or descriptions that contribute to the reader's enjoyment. The author has used his/her imagination.	The story contains a few creative details and/or descriptions, but they distract from the story. The author has tried to use his/her imagination.	There is little evidence of creativity in the story. The author does not seem to have used much imagination.
<b>Introduction</b>	First paragraph has a "grabber" or catchy beginning.	First paragraph has a weak "grabber".	A catchy beginning was attempted but not elaborated.	No attempt was made to catch the reader's attention in the first paragraph.
<b>Organization</b>	The story is very well organized. One idea or scene follows another in a logical sequence with clear transitions.	The story is pretty well organized. One idea or scene may seem out of place. Clear transitions are used.	The story is a little hard to follow. The transitions are sometimes not clear.	Ideas and scenes seem to be randomly arranged.
<b>Mechanics</b>	A couple of misspelling and/or grammatical errors. It did NOT affect the flow of the story.	Several misspellings and/or grammatical errors. It distracted from the flow of the story some.	Several misspellings and/or grammatical errors. It was difficult to follow the story due to the errors.	A lot of errors in spelling or grammar. It was extremely difficult to follow.
<b>Comments:</b>				

### Oral Presentation Rubric : Alternative Process Portfolio- Presentation

CATEGORY	4	3	2	1
<b>Presentation</b>	Well-rehearsed with smooth delivery that holds audience attention.	Rehearsed with fairly smooth delivery that holds audience attention most of the time.	Delivery not smooth, but able to maintain interest of the audience some of the time.	Delivery not smooth and audience attention is often lost.
<b>Preparedness</b>	Student is completely prepared and has obviously rehearsed.	Student seems pretty prepared but might have needed a couple more rehearsals.	The student is somewhat prepared, but it is clear that rehearsal was lacking.	Student does not seem at all prepared to present.
<b>Speaks Clearly</b>	Speaks clearly and distinctly all (100-95%) the time, and mispronounces few words.	Speaks clearly and distinctly all (95-90%) the time, but mispronounces some words.	Speaks clearly and distinctly most ( 90-85%) of the time. Mispronounces several words.	Often mumbles or can not be understood OR mispronounces more than one word.
<b>Content</b>	Shows a full understanding of the topic.	Shows a good understanding of the topic.	Shows a good understanding of parts of the topic.	Does not seem to understand the topic very well.
<b>Comprehension</b>	Student is able to accurately answer 5-6 questions posed by the panel about the topic in the LOTE.	Student is able to accurately answer 3-4 questions posed by the panel about the topic in the LOTE.	Student is able to accurately answer 1-2 questions posed by the panel about the topic in the LOTE.	Student is unable to accurately answer questions posed by the panel about the topic in the LOTE.
<b>Comments:</b>				



**\*\*\*RETURN THIS SHEET ONLY-KEEP THE REST OF THE PACKET\*\*\***

## **NM Bilingualism-Biliteracy State Seal Application**

Full Name \_\_\_\_\_ D.O.B \_\_\_\_\_ Grade \_\_\_\_\_

Address \_\_\_\_\_ Contact Telephone #/e-mail \_\_\_\_\_

Language Chosen: \_\_\_\_\_

Select an option. If you believe you qualify for more than one option, note that by selecting a 1st and 2nd choice (CMS does not offer Option 1).

OPTION 2 \_\_\_ Four (4) Units of Credit AND Assessment

OPTION 3 \_\_\_ Four (4) Units of Credit AND Presentation

OPTION 4 \_\_\_ Assessment AND Presentation

If unsure as to what option to select, just leave it blank. We will make recommendations based on the classes you have taken.

\*\*\*\*\*FEDERAL PROGRAM'S USE ONLY\*\*\*\*\*  
DO NOT WRITE HERE

Class/Grade

9th grade \_\_\_\_\_

10th grade \_\_\_\_\_

11th grade \_\_\_\_\_

12th grade \_\_\_\_\_

