



PRINCE GEORGE'S COUNTY PUBLIC SCHOOLS

Office of Interpreting and Translation

MISSION The mission of the Office of Interpreting and Translation (OIT) is to bridge communication for families by providing language access resources, professional written translation and oral interpreting services. Supporting schools and offices with language-specific communication is central to the mission, so that all families have equitable opportunities for engagement.

TRANSLATION SERVICES

The OIT facilitates document translation of systemic and school-wide documents for parent communication. Translation services are fully available in Spanish and French.

TELEPHONIC INTERPRETING SERVICES

Language Link is authorized for interpreting services by phone in the event of immediate on-site communicative encounters with parents/guardians and for outbound calls to parents/guardians who are not primary speakers of English.

CONTACT US

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Dr. Jennifer Love, Supervisor
Sandra Acevedo, Interpreting Services
Juan Lizama, Translation Services

INTERPRETING SERVICES

The OIT provides interpreters for approved school activities to ensure that parents/guardians who are not primary speakers of English, or who are deaf or hard of hearing can fully participate in their children's education. Interpreters can assist with parent/teacher conferences, PTA meetings, parent workshops, back-to-school nights, administrative conferences, SIT/SST meetings, special education assessments, IEP meetings, home visits, suspension conferences, expulsion hearings and other meetings or school events.

SUPPORTED LANGUAGES

Amharic	Haitian Creole	Pashto
American Sign Language	Hindi	Punjabi
Arabic	K'iche'	Spanish
Chinese/Mandarin	Kaqchikel	Tigrinya
Dari	Mam	Urdu
Farsi	Masalit	Vietnamese
French	Nepali	Yoruba

HOW TO REQUEST AN INTERPRETER

Interpreters work on an on-call basis and a minimum of 72 business hours is needed to fill most requests; some lower-incidence languages may require more time to arrange.

STAFF REQUESTS – Each school/office has designated staff members who can submit requests online using the Fluency Scheduling Platform.

PARENT/GUARDIAN REQUESTS – Parents may ask the school to submit a request for a scheduled meeting/event, or may request an interpreter by contacting the OIT.

