

## Clackamas ESD Bilingual Facilitator Training 2025

Presented by Outreach Communications Co-founders Dr. Heather Huzefka and Patricia Martinez

Whether you're just getting started or have years of experience in the field, this four-part training series offers valuable tools, insights, and professional development for all K–12 bilingual facilitators working in translation and interpretation roles. Each session explores essential topics such as special education, general education meetings, ethical decision-making, and the human side of this important work. Participants will build skills, deepen their understanding of national standards, and strengthen their role as a vital link between schools and multilingual families.

### Session 1: Foundations of Bilingual Facilitator Ethical Practices

*Focus: Role of Bilingual Facilitators, Special Education Overview, Code of Ethics Part 1*

→ **In Spanish:** [Tuesday, September 16, 3:30 - 5:00](#)

◆ *Plus one hour refresher: Thursday, October 2 starting at 3:30*

→ **In English:** [Tuesday, September 23, 3:30 - 5:00](#)

◆ *Plus one hour refresher: Tuesday, October 14 starting at 3:30*

This session lays the groundwork for understanding the U.S. special education system and the critical role bilingual facilitators play in supporting equitable communication. Participants will explore how translation and interpretation intersect with special education processes and will be introduced to two national organizations guiding the profession. A comparison of their Codes of Ethics will spark reflection on how we define and deliver high-quality language access services in schools.

### Session 2: Language Access in General Education and Beyond

*Focus: The Lau Plan, Code of Ethics Part 2, General Education Support*

→ **In English:** [Thursday, September 25, 3:30 - 5:00](#)

◆ *Plus one hour refresher: Thursday, October 16 starting at 3:30*

This session broadens the scope of facilitator responsibilities to include general education contexts—parent-teacher conferences, behavior meetings, report cards, and more. We'll explore The Lau Plan and the legal rights it protects for students and families. Through discussion and hands-on activities, participants will deepen their understanding of ethical standards, apply them across different types of meetings, and gain strategies for navigating varied communication scenarios with professionalism and care.

### Session 3: Special Education Documents and Real-World Ethics

*Focus: IEP Paperwork, Service Types, 504 vs. IEP, Ethics in Practice*

→ **In Spanish:** [Tuesday, September 30, 3:30 - 5:00](#)

◆ *Plus one hour refresher: Tuesday, October 21 starting at 3:30*

→ **In English:** [Tuesday, October 7, 3:30 - 5:00](#)

◆ *Plus one hour refresher: Tuesday, October 28 starting at 3:30*

Understanding the structure and purpose of documents like IEPs and 504 Plans is essential to providing accurate, effective interpretation or translation. This session offers a close look at how special education services are documented and communicated in schools. Through real-world scenarios, participants will practice applying ethical principles to situations that call for clarity, neutrality, and discretion—enhancing their readiness for complex educational meetings.

## Session 4: Ethical Dilemmas and the Human Side of Facilitation

*Focus: Real-World Dilemmas, Emotional Impacts, End-of-Year Planning*

→ **Thursday, October 9, 3:30 - 5:00**

◆ *Plus one hour refresher: Thursday, October 30 starting at 3:30*

What happens when there's no easy answer? This session tackles the gray areas of bilingual facilitation—situations where ethical choices must be made quickly and thoughtfully. Participants will explore common challenges, emotional impacts, and strategies for maintaining professional boundaries while honoring their humanity. The session will also touch on end-of-year responsibilities in special education, providing tools to support transitions for families and teams.

## Meet Your Presenters

### Patricia Martinez

**Co-Founder, Experienced Bilingual Facilitator, Lead Trainer, Nationally Certified by NAETISL**

Patricia is an active bilingual facilitator consulting with various school districts, with 18 years of experience supporting multilingual students and families. After immigrating from Peru in 2002 with her daughter, she quickly came to understand the challenges of navigating schools in a new language and culture. Her lived experience informs her compassionate, culturally responsive approach to interpretation and training. As co-founder of Outreach Communications, Patricia helps bridge communication gaps between families and schools by emphasizing trust, relationships, and ethical practices that reflect the real-life experiences of those they serve. Patricia is Nationally Certified for Spoken Language Interpreters in Education.

### Heather Huzefka, PhD

**Co-Founder, District Liaison and Lead Trainer**

Heather brings 30 years of experience in education as a teacher, principal, and district leader. Having moved frequently throughout her own education experience, she understands the importance of connection and communication in schools. Her leadership in human resources and school administration has focused on building inclusive communities and expanding access for bilingual students and families. As co-founder of Outreach Communications, Heather brings both professional expertise and personal insight to training that empowers bilingual facilitators and strengthens school-family partnerships.

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