



Migrant Education Resource Center Proposal

Concept

The Migrant Education Resource Center is an IDOE support and structure for the Migrant Education Program. The Migrant Education Resource Center will have six distinct parts that will work together to fulfill the MEP deliverables. The six parts are:

Migrant Education Specialist and Migrant Education Coordinator at IDOE	Contracted Regional MEP Identification and Recruitment Specialists and MEP Services Specialist	Online website and bank of resources developed by contracted specialists	Other contracted services	LEA Projects	Regional Service Center Projects
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Migrant Education Specialist and Migrant Education Coordinator at IDOE

- Funding: MEP Grant
- Location: IDOE and field

Regional MEP Identification and Recruitment Specialists through Knowledge Services (5)

- Funding: MEP Grant at \$20-\$25 per hour
- Location: Region in which the individual resides

Regional MEP Services Specialist through Knowledge Services (2)

- Funding: MEP grant at \$20-\$25 hour
- Location: Region in which the individual resides

Online website and bank of resources (1)

- Funding: MEP Grant contract
- Location: IDOE

Regional Service Centers (6)

- Funding: MEP Grant
- Location: Throughout Indiana

Other Contracted Services

- Annual Training
- Fiscal monitoring
- Prospective re-interviewing of eligible families (Required internal ID&R Auditing)
- Inter-state cooperation through participation in consortia

Strengths and opportunities of this model:

- Allows IDOE to find contractors with strength in each area
- Follows the current Outreach structure which allows for consistency in school districts
- Flexibility to fix failing parts without changing the vendor for everything
- Allows to build upon the foundation that has been developed this year
- If federal findings continue, this structure may allow for more autonomy to fix the findings
- The Migrant Education Resource Center will not dissolve when the contract with a single vendor is finished
- If funding is cut, this structure may allow an opportunity to adjust accordingly

Responsibilities and Deliverables

Migrant Education Specialist and Migrant Education Coordinator at IDOE	Contracted Regional MEP Identification and Recruitment Specialists and MEP Services Specialist	Online website and bank of resources developed by contracted specialists	Other contracted services	LEA Projects	Regional Service Center Projects
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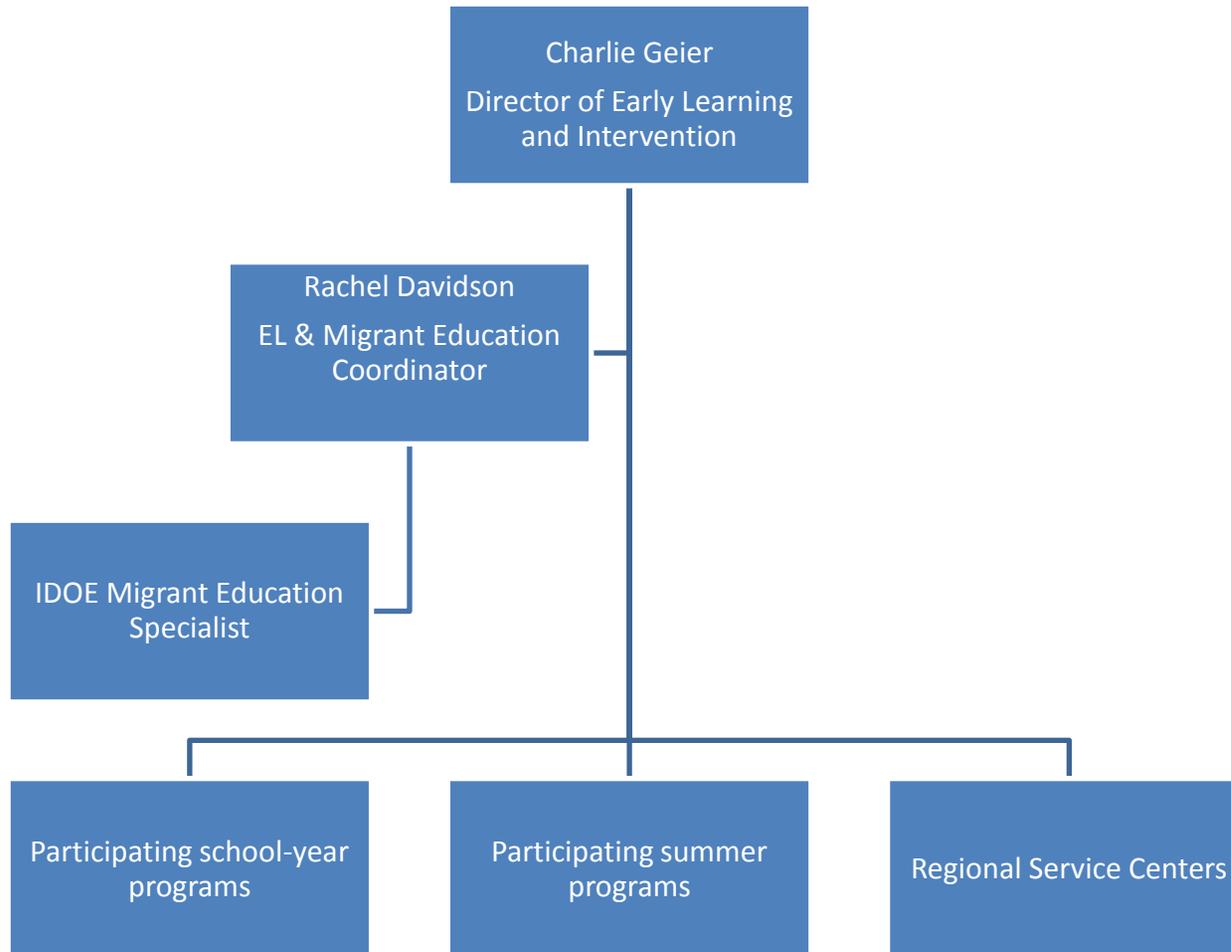
Identification and Recruitment
Perform statewide identification and recruitment of migrant students in accordance with all federal and state regulations and guidance.
Develop mechanisms for documenting trends in Indiana migrant settlement for the purpose of increasing the identification of all migratory children in Indiana.
Ensure statewide recruiters have sufficient knowledge and expertise in order to effectively identify and recruit all Indiana migratory children.
Ensure proper ID&R training for all Indiana Migrant Education Program Resource Center staff from an organization that is recognized in the field at a minimum of once per year.
Create a procedure/process for communicating to all recruiters regarding resolved eligibility questions.
Provide technical assistance via multiple methods to Indiana's LEAs for the purpose of ensuring local school districts understand the eligibility of migratory children. Also work collaboratively with the LEAs for the purpose of identification and recruitment of all Indiana's migratory children.
Perform verification of residency, beginning September 1 of each year.
Perform re-interviews annually, with external contractor every third year.
Update/Maintain ID&R manual annually to align with current practices.
Assist the SEA in identifying new potential school year and summer migrant education programs in Indiana.
Ensure sufficient amount of recruiters are available to meet the demands of Indiana's peak season (May-September) and off-peak season, which includes at a minimum, ten (10) seasonal recruiters (peak) and five (5) year-round recruiters (non-peak).
Provide appropriate technology/resources for all recruiters in order to effectively perform ID&R duties.
Maintain consistent communication with school corporations on eligible migrant children.
All activities must be aligned to Title I Part C regulations and guidance, and Indiana's Comprehensive Needs Assessment and Service Delivery Plan.
Student Information Exchange

Input all student information into Indiana's data exchange system (MIDAS).
Ensure accurate submission of all LEA data into MIDAS system, and support individual LEAs as necessary.
Verify Certificates of Eligibility (COE).
Ensure appropriate number of staff is available to verify COEs in a timely manner.
Use MIDAS, MSIX, and other available data, to generate reports at the SEA and LEA level to document statewide migratory trends for the purpose of improving identification and recruitment of Indiana's migratory children.
Utilize MSIX as a means of data verification.
Create a system for ensuring the timely transfer of student records (educational, health and other pertinent information) for all migrant students in Indiana in accordance with Section 1304 (b) (3).
All activities must be aligned to Title I Part C regulations and guidance, and Indiana's Comprehensive Needs Assessment and Service Delivery Plan.
Technical Assistance and Professional Development
Provide LEAs with technical assistance on MIDAS and MSIX.
Provide LEAs with technical assistance on Indiana's SDP and the data collection necessary for the evaluation of Indiana's MEP on an annual basis.
Support LEAs with the development and implementation of professional development related to the education of migrant children.
Provide professional development (for both LEAs with MEPs and LEAs that do not have MEPs, but migrant students exist within their LEA) for teachers, administrators and other educational personnel that focus on the unique educational needs of migrant children.
Create (with SEA's final approval) state-level guidance related to the Indiana Migrant Education Program.
Communicate with all Indiana LEAs that have identified migrant students that attend their school to inform them of a migrant student's categorical eligibility for free meals and textbooks.
Disseminate and provide technical assistance for federal and IDOE guidance related to Title I Part C regulations and Indiana's Comprehensive Needs Assessment and Service Delivery Plan.
All activities must be aligned to Title I Part C regulations and guidance, and Indiana's Comprehensive Needs Assessment and Service Delivery Plan.
Curriculum and Instruction
Create a resource bank of research-based curricular materials and instructional supports that target the needs of migratory children. This will be done in collaboration with all specialists and regional service centers.

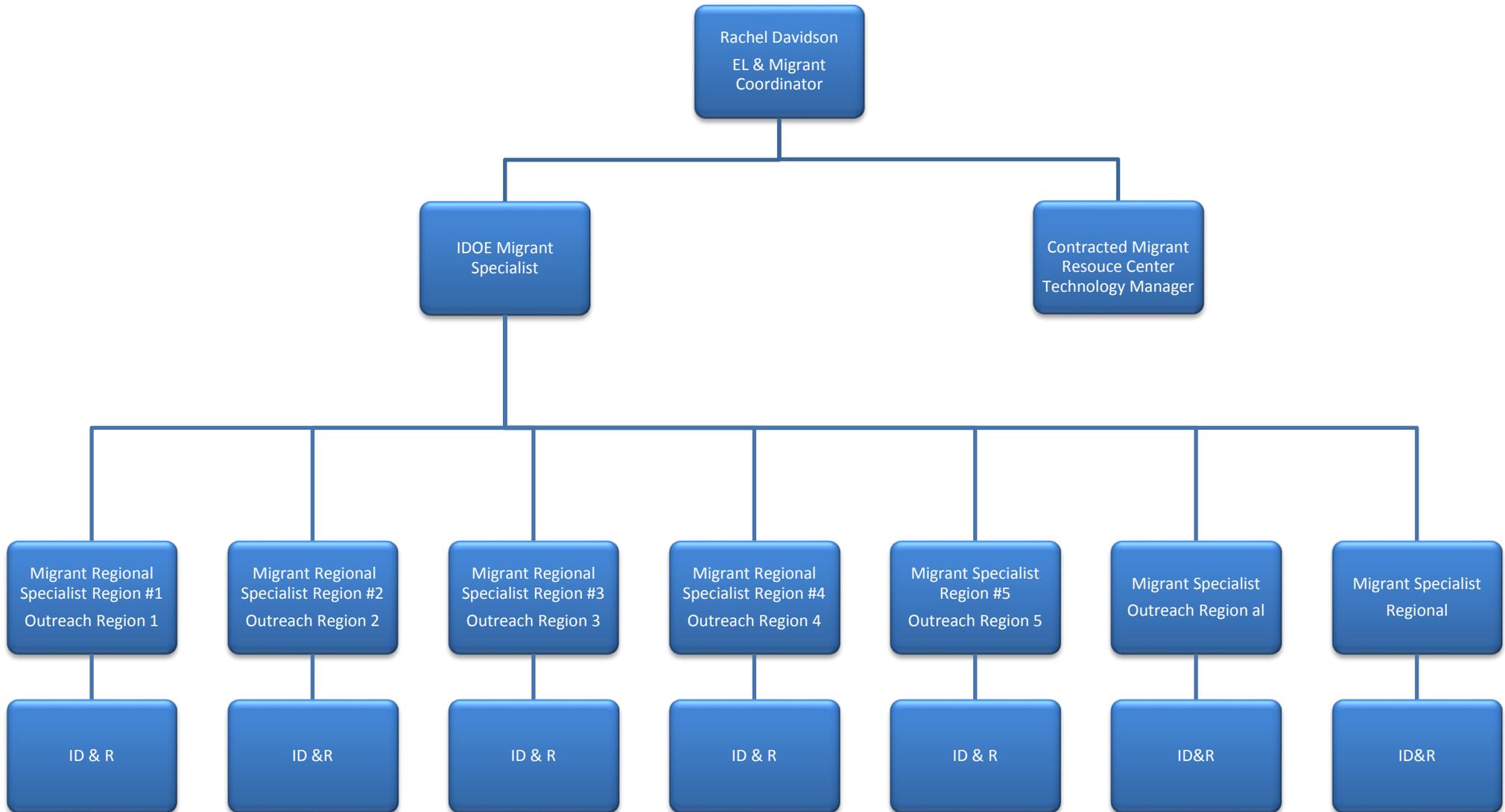
Provide technical assistance and professional development to LEAs (regarding the resource bank of curricular materials and instructional supports) for purposes of developing awareness of resources, including appropriate implementation and evaluation of outcomes.
All activities must be aligned to Title I Part C regulations and guidance, and Indiana’s Comprehensive Needs Assessment and Service Delivery Plan.
Parent Involvement
Organize and conduct at a minimum, two state-wide PAC Meetings on an annual basis for the purpose of planning, review and improvement of the MEP. Coordinated by SEA but executed by Contract Services
Support LEAs in the development of meaningful local PAC Meetings. Coordinated by SEA but executed by LEAs.
All activities must be aligned to Title I Part C regulations and guidance, and Indiana’s Comprehensive Needs Assessment and Service Delivery Plan.
Inter/Intra State Coordination
Maintain ongoing communication with sending and receiving states and stay abreast of innovative programs and practices utilized.
Identify programs or areas of focus that will enhance Indiana’s Migrant Education Program [including but not limited to: HEP (High School Equivalency Program); CAMP (College Assistance Migrant Program); SOSY (Solutions for Out of School Youth). Execute as relevant based on input from the SEA. Coordinated by SEA specialist but executed by contracted specialists.
All activities must be aligned to Title I Part C regulations and guidance, and Indiana’s Comprehensive Needs Assessment and Service Delivery Plan.
Community Resources and Collaboration with Stakeholders
Develop and maintain a directory of community resources in Indiana in order to help facilitate families access to resources.
Advocate and provide outreach activities for migratory children and their families that will help migrant children and families gain access to education, health, nutrition, and social services.
Collaborate with stakeholders to promote the Indiana Migrant Education Program and identify ways that IMEP can work with stakeholders to better support Indiana’s Migrant students.
All activities must be aligned to Title I Part C regulations and guidance, and Indiana’s Comprehensive Needs Assessment and Service Delivery Plan.
Application Review and Monitoring
Conduct initial application review of LEAs/eligible entities that have applied for a Title I, C Migrant Education Program grant for the summer and/or regular school year to ensure compliance with allowable expenses and alignment to Indiana’s SDP.
Provide technical assistance to LEAs/eligible entities that are applying for a Title I, Part C Migrant Education

Program grant.
Conduct on-site and desktop monitoring for all Title I, Part C Migrant Education Programs utilizing the monitoring document that aligns to Indiana’s SDP.
Review submission of documentation for monitoring indicators and create monitoring report based on findings (from both documentation submitted and on-site visit, if applicable) and send to monitored school within 30 business days in conjunction with Grants Management.
Review submitted LEA documentation and communicate with LEA to address any additional areas of non-compliance or follow-up. Send letter of approval when all findings have been resolved.
All activities must be aligned to Title I Part C regulations and guidance, and Indiana’s Comprehensive Needs Assessment and Service Delivery Plan.
Educational Services
Provide services (educational and supportive) to eligible migrant students that do not participate in a Title I, C school-funded program.
All activities must be aligned to Title I Part C regulations and guidance, and Indiana’s Comprehensive Needs Assessment and Service Delivery Plan.
Data Submission and Reporting
Partner with SEA to collect all information pertinent to the evaluation of the MEP on an annual basis.
Work with IDOE federal data submission team to provide, prepare, verify accuracy, and trouble shoot IMEP data required for federal data submissions and reports.
Other
Ensure sufficient number of staff is in place to address all areas as necessary to execute the requirements.
Ensure that all information is communicated to parents in a format, and to the extent practicable, in a language that parents can understand.
Create an Indiana Migrant Education Resource Center website where parents, teachers, and stakeholders can access information and resources.
Provide a bi-monthly report to IDOE regarding current activities.
Contractor must address any areas of noncompliance if issues arise during implementation of services.

Flowchart of Responsibility for Services

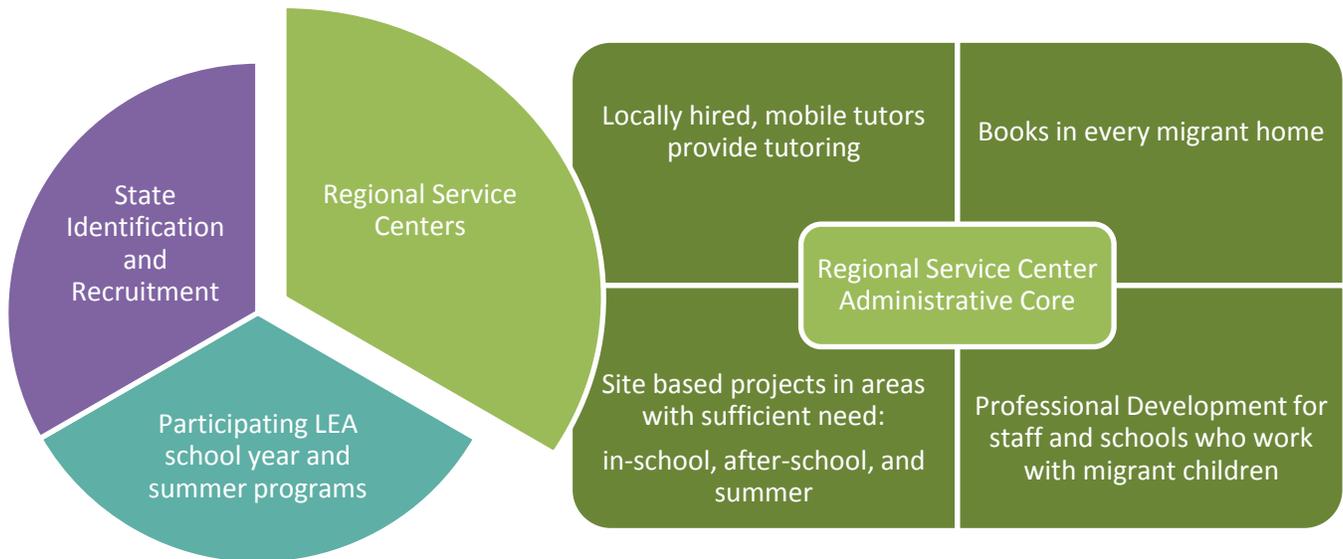


Flowchart of Responsibility for ID&R



Indiana Migrant Education Program

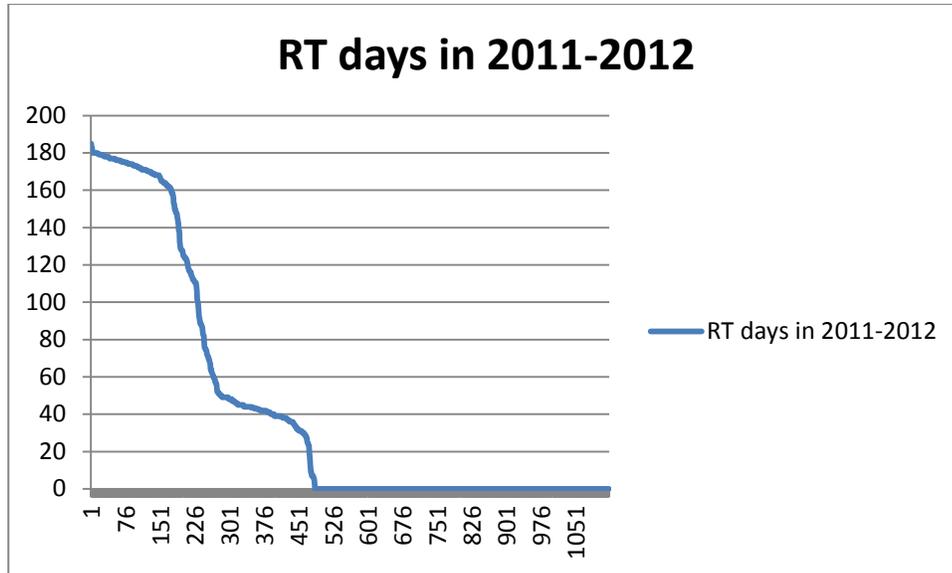
Migrant Resource Centers



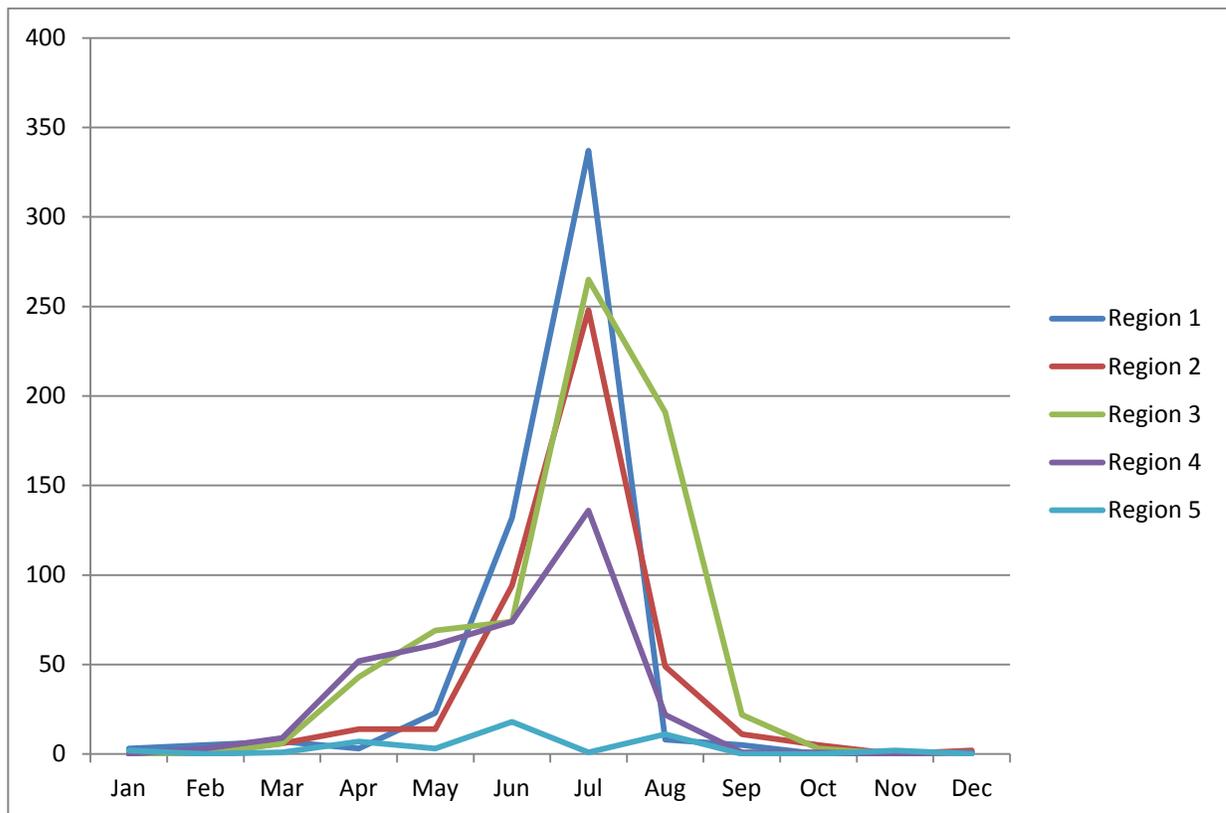
State Identification and Recruitment	Participating LEA school year and summer programs	Regional Service Centers
<ul style="list-style-type: none"> • 7 full-time recruiters working within the regions • Supervised by IDOE • Recruiters create Certificates of Eligibility to qualify students for 3 years • Grantees can view COEs assigned to any LEA within their grant using MIDAS, a proprietary MEP database 	<ul style="list-style-type: none"> • Provide services during the school day and in summer school • Operate in school districts with concentrations of migrant children • Enjoy freedom to define the scope of their own projects • Serve primarily K-12 students in approximately 15 school districts 	<ul style="list-style-type: none"> • Serve every migrant child in the region (3-21 years old, regardless of school participation) • 5 Regional Service Centers cover the entire state • Coordinate partners in towns where migrant children live • Focus on enriching the home learning environment • Collaborate and overlap areas with LEA programs

Identification and Recruitment Statistics Demonstrating Need for Regional Service Centers

In 2011-2012, Indiana reported having 1126 migrant students on CSPP. The below graph demonstrates how long each of them attended school in Indiana during the RSY, as reported to Real Time:



The below graphic shows when migrant families come to Indiana:

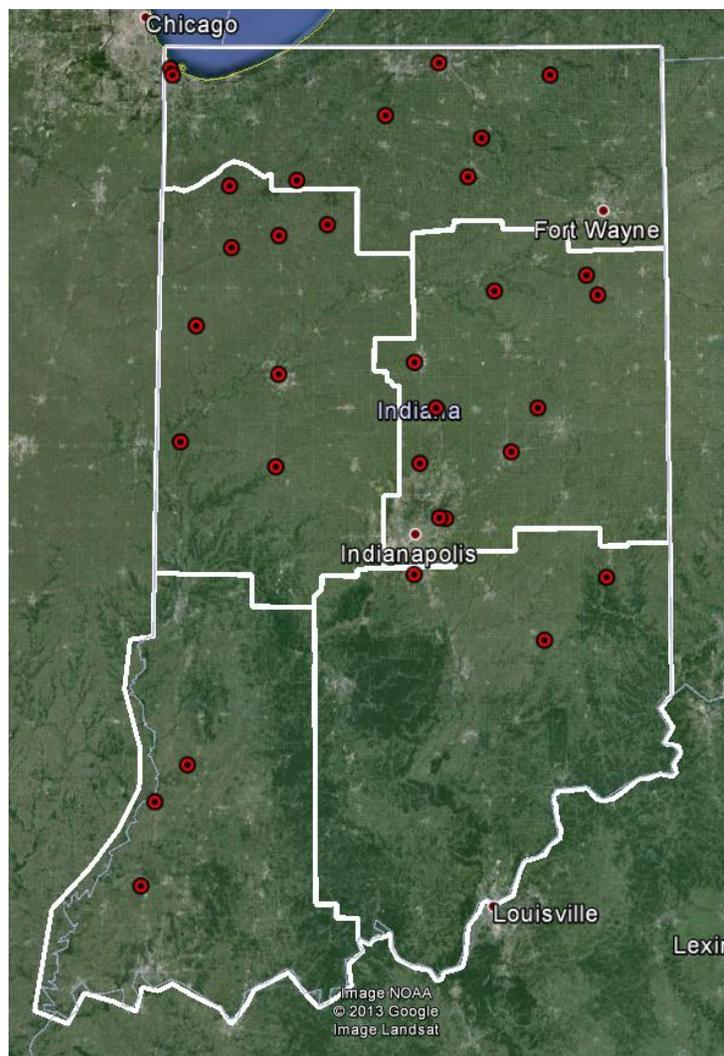


In 2011-2012, the Indiana MEP provided a service to 483 of these students, or 43%. They can be broken down like this. Colors indicate a need for services.

	Attended RSY, Served	Attended RSY, Not Served	Did not attend RSY, Served	Did not attend RSY, Not Served
Pre-K	0	1	14	189
K-8	216	86	85	119
9-12	96	27	17	94
OSY	1	1	3	53
Total	341	147	142	496

RSY programs were held in 17 school corporations. 46 school corporations had migrant students during the RSY who were not served, with an average of 3 students in each corporation.

The below image shows school corporations with migrant students during the RSY, but no MEP program:



Identification and Recruitment Statistics
Showing Distribution of Eligible Children by Region

Region	Average number of children with a COE created in a year period (2009-2012)
1	225
2	206
3	335
4	151
5	20
Total	936

Region	Corps with Migrant RT Enrollment during RSY 2011-2012	Total Migrant RT Enrollment in RSY 2011-2012	Average Days Attended by Migrant Students Enrolled During RSY 2011-2012
1	15	69	122
2	17	138	99
3	21	251	78
4	5	35	86
5	4	24	120
State	62	517	98

Region	Pre-K	K-8	9-12	OSY
1	16%	34%	28%	22%
2	19%	42%	29%	11%
3	20%	50%	23%	7%
4	19%	36%	15%	29%
5	24%	47%	23%	6%
State	19%	42%	24%	15%

Region	Aug-Dec Arrival	Jan-May Arrival	Jun-July Arrival
1	10%	15%	74%
2	20%	10%	70%
3	26%	21%	53%
4	6%	33%	61%
5	19%	22%	59%
State	17%	19%	63%