

# TOM BEAN ISD



## MIGRANT EDUCATION PROCEDURE MANUAL

## INTRODUCTION

The purpose of the Migrant Education Program is to

- Support high-quality and comprehensive educational programs for migratory children to help reduce the educational disruptions and other problems that result from repeated moves;
- Ensure that migratory children are provided with appropriate educational services that address their special needs in a coordinated and efficient manner;
- Ensure that migratory children have the opportunity to meet the same challenging State content standards and challenging State student performance standards that all children are expected to meet;
- Design program to help migrant children overcome educational disruption, cultural, and language barriers, social isolation, various health-related problems, and other factors that inhibit the ability of such children to do well in school, and to prepare such children to make a successful transition to post secondary education employment;
- Ensure that migratory children benefit from State and local systemic reforms; and
- Identify “priority of service” students and provide services to meet the needs of those students.

## OBJECTIVES OF THE MANUAL

1. To improve the identification of migrant children.
2. To improve the education of the students at Tom Bean ISD who are migratory in nature.
3. To provide the appropriate forms to document student success.

## PROGRAM DESCRIPTION

Tom Bean ISD has entered, and will continue to enter, into the Shared Services Arrangement (SSA) with Educational Service Center Region X (ESC X) to identify, recruit, and educate migrant students. TOM BEAN ISD will abide by the policies and procedures of the SSA and ESC X.

Coordinated services provided to students may include; summer school; tutoring; fee assistance for tuition, credit-by-exam, SAT/ACT; school supplies; home-based instruction for preschool children; and clothing. Region X will also provide the recruiter to identify and recruit migrant families, enter the student data on the New Generation System, complete federal applications and reports, convene the Parent Advisory Council, and provide staff development.

## FUNDING SOURCES

Federal Title I, Part C Migrant Funds

## ELIGIBILITY

In analyzing the eligibility criteria, it helps to proceed with an understanding of the criteria that must be met in order to identify and recruit a child as legally eligible for the Migrant Education Program. Eligibility criteria for migratory children can be described using five basic elements:

- WHO: A child who is, or whose parent, spouse, or guardian, is a migratory agricultural worker, or a migratory fisher;
- WHAT: working at a qualifying activity;
- WHERE: that moved the children across school district lines;
- WHY: in order to obtain, or accompany such parent, spouse, or guardian in order to obtain, temporary or seasonal employment in agricultural or fishing work that serves as the principal means of livelihood for the worker and his or her family;
- WHEN: within the preceding 36 months.

## PROCEDURES

1. TOM BEAN ISD will enter into the SSA with ESC X every spring for the following school year.
2. TOM BEAN ISD will complete an Identification and Recruitment Plan (Attachment 1).
3. The migrant contact for TOM BEAN ISD will attend the annual Migrant Coordinator training provided by ESC X.
4. TOM BEAN ISD will display Identification and Recruitment posters in the community and school buildings, such as local businesses, city offices, RV parks, etc.
5. TOM BEAN ISD will place the occupational survey forms in the student enrollment packets each fall (Attachment 2).
6. TOM BEAN ISD will collaborate with ESC X in the Identification and Recruitment Process.
7. TOM BEAN ISD will effectively communicate with PEIMS personnel to assure proper coding of migrant students (Attachment 3).
8. TOM BEAN ISD will organize and maintain files pertinent to the Migrant Education Program.
9. TOM BEAN ISD will complete the sections of the federal application and compliance reports as requested by ESC X.
10. TOM BEAN ISD will communicate each May with ESC X regarding TAKS results, required summer school, and students moving to new campuses.

## RESOURCES

TOM BEAN ISD will keep the latest copy of the TEA Texas manual for the Identification and Recruitment of Migrant Students in the office of the Migrant contact. This manual will be referred to when needed. ESC X is also a resource for any needed information.