4 TIERS TOWARD SUCCESS
PRESENTERS

Dr. Debra G. Allen
Orange County Public School
Senior Administrator
445 W. Amelia Ave.
Orlando, FL 32805
407-317-3200 Ext. 3940

Charlene D. Kee
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Program Assistant/Recruiter
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Thayri Parra
Migrant Instructional Advocate
thayrimar.parra@ocps.net
MEP Results
Begin with One Employee and One Student

STUDENT/FAMILY SERVICES
SCHOOL
DISTRICT
STATE
NATIONAL

STUDENT SUCCESS
Continuous Cycle for Program Improvement

1. Program Needs Assessment
   - (Study/Evaluate)
   - (ACT/Improve)

2. Project Planning
   - (Plan)

3. Program Evaluations
   - (Evaluate)

4. Implement Project
   - (Do/Deliver)

   (Incorporate)
MONTHLY COE CORRECTION REPORT

ORANGE COUNTY, FLORIDA
TITLE I MIGRANT
2013-2014

MONTHLY COE CORRECTION REPORT

Recruiter: ____________________________ Month: ____________________________

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<tr>
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<td>OSY did not get personal hygiene bag</td>
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## INDIVIDUAL ACTION PLAN

**Orange County Public Schools**  
**Migrant Education**  
**2013-2014**

### Individual Action Plan

<table>
<thead>
<tr>
<th>What</th>
<th>When</th>
<th>Who</th>
<th>Expected Outcome</th>
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</thead>
<tbody>
<tr>
<td>Learn the basic MEP child eligibility requirements.</td>
<td>August - September</td>
<td>Advocates</td>
<td>Conduct a “self-check” of whether there is a clear understanding of MEP child eligibility.</td>
</tr>
<tr>
<td>Observe another recruiter recruiting a migrant family.</td>
<td></td>
<td></td>
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</tr>
</tbody>
</table>
OCPS- MEP PROCEDURES

- Anniversary System
- Previous COE’s
- District Driven Control Number
- Qualifying Arrival Date (QAD)
WHO MAKES UP THE SUPPORTING TEAM TO IMPLEMENT THE PROCESS?

• RECRUITERS
• DATA SUPPORT PERSON
DISTRICT SUPPORT TEAMS

• District MEP Team
• School-based Advocates
• School Registrars and Clerks
• Food and Nutrition Department
Free and Reduced Lunch Form
IDENTIFICATION/RECRUITMENT SURVEY

ORANGE COUNTY, FLORIDA
TITLE I MIGRANT
IDENTIFICATION/RECRUITMENT SURVEY

Date: ____________________________  Referred by: ____________________________
School: ____________________________

Have you or anyone in your family crossed state or county lines to work or seek work in one of the following occupations, either full-time or part-time within the last 36 months?

- [ ] YES  NO  FARMING (plowing, planting, cultivating, harvesting or processing of farm crops)
- [ ] YES  NO  DAIRY, POULTRY OR EGG WORK
- [ ] YES  NO  LIVESTOCK WORK (hoofing, cutting, branding, feeding or rounding up)
- [ ] YES  NO  PLANTING, GROWING OR HARVESTING OF TREES
- [ ] YES  NO  COMMERCIAL FISHING (fresh/saltwater, crabbing, shrimp)
- [ ] YES  NO  WORKING on a FISH FARM, PROCESSING or HAULING of FARM/FISH PRODUCTS

If you check NO to all items above, you may stop at this point.

Date of agricultural work: ____________________________  City/State: ____________________________
Did your child/children move with you? [ ] Yes  [ ] No  Primary Home Language: ____________________________
Father’s Name: ____________________________  Occupation: ____________________________  Work #: ____________________________
Mother’s Name: ____________________________  Occupation: ____________________________  Work #: ____________________________
Home Address: ____________________________
City: ____________________________  State: ____________________________  Zip Code: ____________________________
Telephone #: ____________________________
Parent’s Language: [ ] Bi-lingual  [ ] Spanish Only  Best Time to Visit Parent(s)? ____________________________
Comment(s): ____________________________

Student(s) Data

<table>
<thead>
<tr>
<th>First Name</th>
<th>Last Name</th>
<th>Birth Date (MM/DD/YY)</th>
<th>Grade</th>
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</table>

(ID&R Only)

1st Visit Date: ____________________________  Completed: [ ]
- [ ] Not Home  [ ] Parent Unavailable
- [ ] Family Moved  [ ] Late Visit Required
Recruiter: ____________________________

2nd Visit Date: ____________________________  Completed: [ ]
- [ ] Not Home  [ ] Parent Unavailable
- [ ] Family Moved  [ ] Late Visit Required
Recruiter: ____________________________

Special Information:
Advocate Contacted: [ ] Yes  [ ] No
Final Visit Date: ____________________________
Assigned to New Recruiter: ____________________________

(MISU Only)

Outcome: [ ] Migrant  [ ] Non-migrant  Date Completed: ____________________________  Notification Sent to Advocate: ____________________________
Identification and Recruitment
Monthly Action Plan

- Home Visits
- Community Canvassing
- Businesses/Community Outreach
# CANVASSING AND OUTREACH OPPORTUNITIES

## ID&R

<table>
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<tr>
<th>ID&amp;R Outreach</th>
<th>Address</th>
<th>Contract Person</th>
<th>Outcome</th>
<th>Lead</th>
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<tbody>
<tr>
<td>Royal Isles Apartment</td>
<td>803 Don Quixote Ave. Orlando, Fl. 32807 (407) 273 - 0811</td>
<td>OK</td>
<td>Delores Mia</td>
<td></td>
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<tr>
<td>Spanish Oak Apartment</td>
<td>5777 Stonewall Jackson Rd. Orlando, Fl. 32807 (407) 273 - 6926</td>
<td>OK</td>
<td>Patricia</td>
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<tr>
<td>Pacifico Place Apartment</td>
<td>5801 Shenandoah Way Orlando, Fl. 32807 (407) 273 - 0500</td>
<td>Door to door No flyers on doors</td>
<td>Delores Mia</td>
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<tr>
<td>Bella Lake Apartment</td>
<td>2100 W. Oak Ridge Rd. Orlando, Fl. 32809 (407) 855 - 5695</td>
<td>Only allowed to bring flyers</td>
<td>Patricia</td>
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<tr>
<td>Royal Palms Apartment</td>
<td>2527 W. Oak Ridge Rd. Orlando, Fl. 32809 (407) 859 - 8180</td>
<td>Only allowed to bring flyers</td>
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<tr>
<td>Lancaster Villas Apartment</td>
<td>800 W. Lancaster Rd. Orlando, Fl. 32809 (407) 851 - 5183</td>
<td>OK</td>
<td>Patricia</td>
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<td>South Ridge Apartment</td>
<td>440 W. Oak Ridge Rd. Orlando, Fl. 32809 (407) 851 - 8970</td>
<td>OK</td>
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</tr>
<tr>
<td>Oakwood Commons Apartment</td>
<td>3700 Curry Ford Rd. Orlando, Fl. 32806 (407) 898 - 9331</td>
<td>Only allowed to bring flyers</td>
<td>Delores Mia</td>
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<tr>
<td>Oakridge Terrace Apartment</td>
<td>900 - 940 Oak Ridge Rd. Orlando, Fl. 32809 (407) 272 - 8260 (407) 855 - 2271</td>
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<tr>
<td>Hampton Court Apartment</td>
<td>460 W. Oak Ridge Rd. Orlando, Fl. 32809 (407) 855 - 2271</td>
<td>Only allowed to bring flyers</td>
<td>Patricia</td>
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</table>
**April**

01  **ID & R Home Visits**  
   Team: Lilly/Pat  
   Mirna/Rowe  
   **3:30-6:00 p.m.**

03  **ID & R Home Visits**  
   -sub-division-street (Apopka)  
   Team: Mirna/Pat: Lakecrest/Atlantis/  
   Lilly/Rowe: Rossman/Pleasant View rd.  
   **5:00-6:00 P.M.**  
   **3:30-4:30 P.M.**

07  **Taino’s Bakery & Deli (Pat/Mirna)**  
   5806 Lake Underhill rd., Orlando  
   Team: Rowe/Mirna:  
   Pat/Lilly  
   **4:00-6:00 P.M.**

*Florida ID & R Training - Dates: 29 & 30*

*Late visits assigned as needed.*
Identification/Recruitment Surveys
Lunch Forms
Potential visits from Outreach/Canvassing
Varied Working Hours
Interviewing to complete a COE

Welcome Packet
Program Brochure
Interagency Booklet
1-800- Hotline Info

Program Services
ID&R Checklist
OSY (Clean Start Kit)
# Florida Migrant Education Program

**Strategies, Opportunities, and Services for Out-of-School Youth (SOSOSY)**

## OSY Profile

**Date:**

**Last Name:**

**First Name:**

**District:**

**COE Form #:**

**Age:**

**Address/Camp:**

**Phone:**

Optional: How long is youth planning on being in the area?

- □ less than 3 months
- □ 4 or more months
- □ not sure

**Has access to transportation:**

- □ Yes
- □ No

**Last grade attended?**

(Check grade below if applicable)

- □ 1st grade/primer de primaria
- □ 2nd grade/segundo de primaria
- □ 3rd grade/tercero de primaria
- □ 4th grade/cuarto de primaria
- □ 5th grade/quinto de primaria
- □ 6th grade/sexta de primaria
- □ 7th grade/primero de secundaria
- □ 8th grade/segundo de secundaria
- □ 9th grade/tercero de secundaria
- □ 10th grade/primer y segundo semestres de preparatoria (Bachillerato)
- □ 11th grade/tercer y cuarto semestres de preparatoria (Bachillerato)
- □ 12th grade/quinto y sexto semestres de preparatoria (Bachillerato)

**Where (country)?**

Or □ Did not attend school

**English oral language proficiency:**

- □ Yes
- □ No

**Home language:**

- □ English
- □ Spanish
- □ Other:

**Health needs:**

- □ Medical
- □ Vision
- □ Dental
- □ Urgent
- □ Other:

**Advocacy Needs:**

- □ Legal
- □ Childcare
- □ Translation/Interpretation
- □ Other:

**Youth lives:**

- □ With a crew
- □ With friends outside of work
- □ With his/her parents/family
- □ With spouse only
- □ With spouse & kids
- □ With kids
- □ Alone

**Reason for leaving school:**

- □ Lacking credits
- □ Needed to work
- □ Missed State test
- □ Other:

**Expressed interest in:**

- □ Learning English
- □ Job training
- □ GED
- □ Earning a diploma
- □ Not sure
- □ No interests
- □ Other:

**Availability: (Check)**

<table>
<thead>
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<tr>
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<td>□</td>
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<td>□</td>
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</table>

**At interview, youth received:**

- □ Educational materials
- □ Support services
- □ OSY welcome bag
- □ Referral(s) (list in comments)
- □ Other:

**Youth is a candidate for:**

- □ Adult Basic Education
- □ CAMP
- □ Career exploration
- □ ESL
- □ Health Education
- □ HEP
- □ HS diploma
- □ Job training
- □ Life skills
- □ MP3 player
- □ PASS
- □ Pre GED/GED
- □ Other:

**Comments:**

Signature of interviewer: ____________________________

Revised 11/30/12
Outcomes, Needs and Recommendations
## INDIVIDUALIZED CORRECTION REPORT

**ORANGE COUNTY, FLORIDA**  
**TITLE I MIGRANT**  
**2013-2014**

**MONTHLY COE CORRECTION REPORT**

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<th>Month:</th>
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<td>7</td>
</tr>
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</table>

| Total | 1 | 1 | 2 | 1 | 1 | 1 |

**Total of Corrections:** 7
COE TRACKING PROCESS...

MIGRANT EDUCATION
CERTIFICATE OF ELIGIBILITY (COE) ROUTING SHEET

Total of COE's attached: _______  COE #: _______  _______  _______  _______


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<th>Procedures</th>
<th>Date</th>
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<td>Dr. Allen COE Check</td>
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<tr>
<td>Data Processed SMS</td>
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<tr>
<td>New Student:</td>
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<tr>
<td>____ If no, process on SMS and update information from COE</td>
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<tr>
<td>____ Yes, Enrolled on SMS &amp; ____ Entered Migrant Services (FL Program)</td>
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<tr>
<td>Data Processed SRTS (In-house)</td>
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<td>Report of Students to Advocates</td>
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QUALITY CONTROL TEAM
October-February, 2014

**COE Random @ 25%**

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MIGRANT EDUCATION
QUALITY CONTROL 2013-2014

Please attach random list and check the reporting period:

_____ July 1, 2012 – September 30, 2013
_____ October 1, 2013 – February 28, 2014
_____ March 1, 2014 – June 30, 2014

Completed by: _______________________________ Date: __________________________
Florida Migrant Education Program
Re-Interview Form

Re-Interview No.: [ ]

Student Name: [ ] Qualifying Arrival Date: [ ]
District: [ ] DOB: [ ] (Target QAD)
Address: [ ] Same as COE [ ] Different from COE (include new address below)
Grade: [ ]

[ ] Home [ ] Attempt #1 [ ] Attempt #2 [ ] Attempt #3
[ ] Declined Interview Date: [ ] Date: [ ] Date: [ ]
[ ] Moved Away (see below) Time: [ ] Time: [ ]

Indicate reason: [ ] New tenants in residence [ ] Neighbor indicated family moved [ ] Residence empty/abandoned

Interviewer: [ ] Date of Interview: [ ]

Person Interviewed: [ ]
(Check relationship to student)
[ ] Father [ ] Mother [ ] Guardian
[ ] Self [ ] Spouse [ ] Other:

1. How long have you or your family lived at this address?
¿Por cuánto tiempo ha vivido usted o su familia en esta dirección?
(Less than 36 months?)
[ ] Yes [ ] No

1a. Have you traveled recently to other cities or states searching for work?
¿Ha viajado recientemente a otras ciudades u otros estados buscando trabajo?
(Within the last 36 months?)
[ ] Yes [ ] No

2. Where did you live before you moved here? ¿Dónde vivieron antes de mudarse para acá?

<table>
<thead>
<tr>
<th>When/Cuándo</th>
<th>From-To/Desde-Hacia</th>
<th>Why/Por Qué</th>
</tr>
</thead>
</table>

Is the Target QAD of [ ] listed in #2? [ ] Yes [ ] No
(If No, review COE to identify proper date.)

THE FOLLOWING QUESTIONS ARE REGARDING THIS Target QAD OF [ ]

3. When you moved on [ ] (Target QAD), did the child listed above move with you? (If yes, skip question #4.)
Cuando se mudó en [ ] (Target QAD), ¿su niño nombrado más arriba se mudó con usted?
(SI la respuesta es sí, omita la pregunta #4.)

[ ] Yes [ ] No

3a. List the full name(s) of all the children who made the move on [ ] (Target QAD).
Escriba los nombres de todos los niños que hicieron la mudada en [ ] (Target QAD).

4. What date did the child(ren) move here? ¿Cuál es la fecha en que los niños se mudaron para acá?
(Within last 12 months?)
[ ] Yes [ ] No

Date: [ ]
Identification & Recruitment from the School Advocates View
Advocates’ Process Cycle

1. Review Eligible Migrant Students from District Wide Report
2. Check for students in the District Database (SMS)
3. Establish meeting with students
4. Explain Program Services
5. Create referrals based on students’ needs
6. Schedule Home Visits
How do we support the ID & R process?

1. OPEN HOUSE
2. REGISTRAR
3. FACULTY/GUIDANCE MEETINGS
4. HOME VISITS
ADVOCACY SERVICES

Advocate

Educational Field Trips

In Home Instructional Summer Outreach Program

Parent Workshops/Trainings (4 per year)

Home Visitation

Referrals/ District and Community Partnerships/Health/Tutoring

Instructional After School Program (2 times a week)