



Title IC-Education of Migratory Children Nebraska State Improvement Plan 2022-23



This plan was developed with input from Nebraska Title IC-Migrant Education Program staff with the goal of helping everyone improve in areas that participating staff prioritized. We collectively recognize that everyone has a role and responsibility to ensure improvement. The actions listed below may not be the only ones taken to ensure success as new ideas and opportunities may emerge during the course of our work.

COMMUNICATION

Goal 1: Improve Communication		
Anticipated Outcome: MEP staff will have the information and resources they need to fulfill their responsibilities.		
Action Steps to be completed by August 30, 2023 with follow up in color.		
NE MEP will: <ul style="list-style-type: none"> ● Utilize more/different communication tools/platforms, such as Facebook and Twitter to highlight news, events, and resources. ● Revise website layout to facilitate usage. ● Review and update websites monthly for accuracy and consistency. ● Update Bulletin weekly. ● Ensure the Bulletin is sent to everyone. 	MEP Projects will: <ul style="list-style-type: none"> ● Hold regular meetings with staff. ● Hold periodic one-on-one meetings between leadership and staff members. ● Utilize tools such as google drive, etc. to maintain resources, checklists, and documentation. 	MEP Staff will: <ul style="list-style-type: none"> ● Attend all required meetings. ● Read MEP Bulletins weekly. ● Read MEP emails and respond, if requested. ● Network and build relationships with colleagues.

- Shorten Bulletin.
- Ensure that all users can access forms and calendar.
- Explore the possibility of using ConneCTeam for data communication and to communicate with other MEP staff about data collection items (services, verifications, etc.)
- Create a letter with required MDEs with contact information of key project staff for each district in Nebraska.
- Improve the data manual that includes: MIS2000 user's manual, data processes, MSIX manual, data security, and all forms and links needed for data collection.
- Work with MS/Ed to create the option in MIS2000 to print COEs in different languages. Data specialists will then be able to send COEs to families in their home language.
- Data Specialists will track languages of families within their projects. They will report this data to their directors/coordinators regularly and other MEP staff to assist with area planning and decision making regarding interpretation, translation and inclusion services as needed.
- Any changes and/or new information affecting projects and/or staff will be

- Review upcoming training, meetings, events, etc. at staff meetings.
- Provide staff time to plan and share resources.
- Review MEP bulletin and emails at staff meetings.
- Build relationships with organizations that serve our families.
- Ask staff to take advantage of networking opportunities when available.

<p>presented at Project Director meetings prior to implementation.</p> <ul style="list-style-type: none"> ● Provide updates on the Improvement process, post on the website. ● Ensure State Coordinators receive training and support on group facilitation. 		
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Measurements:
 Survey of all MEP staff broken down by positions (Director/Coordinator, Data Specialist, Recruiter, Service Provider)

Goal 2: Increase interpretation, translation, inclusion services (emphasis on non-Spanish speakers).

Anticipated Outcome: All MEP staff will be able to access materials and resources to communicate effectively with non-English speaking migrant families.

Action Steps to be completed by August 30, 2023 with follow up in color.

<p>NE MEP will:</p> <ul style="list-style-type: none"> ● Research Language Line or similar resource to provide interpretation for projects. ● Provide inclusion and cultural awareness Training PD for all MEP staff. ● Create a list of MEP staff who speak more than one language who can provide assistance and share with projects. 	<p>MEP Projects will:</p> <ul style="list-style-type: none"> ● Hire multilingual staff when possible. ● Multilingual staff provide interpretation and translation as needed. ● Conduct PAC meetings and family engagement opportunities in different languages. ● Interview parents about the best time to conduct meetings. ● Build close working relationships with bilingual liaisons in the district. 	<p>MEP Staff will:</p> <ul style="list-style-type: none"> ● Utilize interpretation and translation services when needed. ● Use best practices when working with interpreters.
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- Send home communication in a variety of different languages.
- Communicate with families in their preferred mode of communication (phone, What's App, etc.)
- Hire bilingual tutors (such as college students) to make home visits.
- Participate in community events such as World Refugee Day.
- Participate/recruit within local refugee groups (e.g. Omaha Refugee Task Force, etc.).
- Build relationships with different agencies that serve migrant populations.
- Intentionally welcome families from other cultural groups.
- Participate in PD from cultural ambassadors so that we learn more about other cultures.
- Structuring family engagement meetings to hear from multiple voices (put parents in small groups based on culture).

Measurements:

Number of translated resources, usage of interpretation services, number of bilingual MEP staff.

PROFESSIONAL DEVELOPMENT

<p>Goal 3: Provide more research based and targeted training for service providers.</p>		
<p>Anticipated Outcome: All MEP service providers will be able to work more effectively with migrant students.</p>		
<p>Action Steps to be completed by August 30, 2023 with follow up in color.</p>		
<p>NE MEP will:</p> <ul style="list-style-type: none"> ● Identify research based training opportunities for service providers. ● Provide professional development opportunities based on staff input. ● Develop recorded video courses such as MEP 101, MEP 102 in Canvas. ● PD Workgroup facilitated by META. All input received to date will be provided to this workgroup. ● Provide joint PD opportunity for Service Providers and Data Specialists to discuss specific scenarios and how they are being coded and facilitated by State Coordinators to promote open discussion and to communicate/find solutions for unresolved questions regarding service definitions and coding. ● Provide more in-person Services PD. 	<p>MEP Projects will:</p> <ul style="list-style-type: none"> ● Require staff attend local trainings that relate to MEP students and goals. ● Ensure staff attend required MEP training or view recordings if they are not able to attend. ● Provide book/article studies. ● Monthly check-ins with staff. ● Encourage staff to attend training to build relationships with staff from other projects. ● Participate in area committees and advocacy groups. ● Provide project based professional development as needed. 	<p>MEP Staff will:</p> <ul style="list-style-type: none"> ● Attend or view all required training. ● Complete evaluation tools, if requested. ● Participate in local, state, and national professional development opportunities. ● Reflect and apply learning acquired during professional development opportunities.

- Provide individualized support & ride along opportunities.

Measurements:

Number of professional development training opportunities for service providers.

Number of ride along supports provided.

Goal 4: Increase the number of Interstate and intrastate networking opportunities for all staff.

Anticipated Outcome: More MEP staff will have opportunities to attend interstate and intrastate networking opportunities.

Action Steps to be completed by August 30, 2023

<p>NE MEP will:</p> <ul style="list-style-type: none"> • Reevaluate state requirements for national conferences. • Communicate available conferences and expectations for staff who attend. • Utilize IDRC, MS/EdD, MSIX Group reps and neighboring states for data solutions, process/materials improvement, and personalized PD for Data Specialists. • Encourage projects to access local, regional, and national opportunities, when relevant. • Collaborate with other states to discuss options for interstate coordination for all roles. • Share new opportunities and resources when they become available. 	<p>MEP Projects will:</p> <ul style="list-style-type: none"> • Ensure staff attend in-state networking opportunities. • Ensure staff have opportunities to attend national networking opportunities periodically. 	<p>MEP Staff will:</p> <ul style="list-style-type: none"> • Participate in state and national networking opportunities when requested by their supervisor. • Build relationships with staff from other projects.
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Measurements:

Number of different MEP staff attending in-person interstate and intrastate trainings/workshops.

IDENTIFICATION AND RECRUITMENT & QUALITY CONTROL

Goal 5: Improve the identification and recruitment and re-interview processes to reduce the number of errors.

Anticipated Outcome: More MEP staff will

Action Steps to be completed by August 30, 2023

<p>NE MEP will:</p> <ul style="list-style-type: none"> ● Create a protocol for over-the-phone interviews/re-interview and documentation requirements. ● Update and clarify the re-interview process and include this in MEP 201 and Policy & Procedures Handbook. ● Update and adhere to communication deadlines for each step of the appeal process. ● Provide training and support to recruiters on COEs, targeting areas with a high number of areas. ● Work with MS/EdD to create the option in MIS2000 to print COEs in different languages. Data specialists will then send COEs to families in their home language if available in MIS2000. 	<p>MEP Projects will:</p> <ul style="list-style-type: none"> ● Data specialists update the address and phone number of families when they move. ● Review COE's found ineligible with recruiters to identify issues and write an appeal, if needed. ● Review monthly scenarios from IDRC. ● Attend Zoom training from IDRC and NE MEP. ● Once a family is admitted to MEP, they are sent a welcome letter, resources and a copy of their COE. ● Inform families to keep COE in a safe place and inform them about the possibility of re-interview. 	<p>MEP Staff will:</p> <ul style="list-style-type: none"> ● Attend and participate in IDRC and NE MEP ID&R Trainings ● Review COEs for accuracy before submitting. ● Practice scenarios provided by IDRC. ● Review COE's found ineligible to identify issues.
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Measurements: COE's rejected, Error rate

SERVICES

Goal 6: Increase the number and quality of services to OSY, PFS and during summer.

Anticipated Outcomes: More Out of School Youth and Priority for Service students will receive services. More migrant students will receive services during summer.
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Action Steps to be completed by August 30, 2023

<p>NE MEP will:</p> <ul style="list-style-type: none"> • Update expectations, procedures and requirements for Summer Binational Program. • Encourage projects to enroll PFS into existing summer schools. • Encourage projects to utilize existing summer programs and camps. • Create partnerships or, when necessary, new MEP Summer programs to serve more PFS/OSY. • Explore methods to speed up the COE approval process for COEs during the summer specifically. OSY and families here for short time seasonal work often move on very quickly before their COE can be approved and in turn, they are 	<p>MEP Projects will:</p> <ul style="list-style-type: none"> • Hire service providers to serve students during summer. • Offer summer programming to all students. • Coordinate services with other agencies. • Support students taking credit accrual/recover in Summer. • Run & review PFS lists to ensure they are being provided services. • Use online resources (iSOSY, NE MEP webpage, IDRC, etc.) to plan lessons. • Offer programming/camps during school intercession (Thanksgiving, Winter Break, Spring Break). 	<p>MEP Staff will:</p> <ul style="list-style-type: none"> • Provide input and ideas to engage OSY, PFS, and develop summer programs. • Use online resources (iSOSY, NE MEP webpage, IDRC, etc.) to plan lessons. • Frequent communication between recruiters and service providers. • Frequent home visits/contact with PFS students.
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not served. (State Approval Team assignment)

- Data Specialists will run a Student Summary Report on a monthly basis and share the data with their project Director/Coordinator and discuss the best way to communicate important information to service providers, districts, etc. The purpose would be to drill down data such as: child count, PFS, at-risk, services, and student needs and any other information that may help to increase services/quality of services to eligible students.
- Regional Data Specialists will be given access to NDE portal to collect assessment and state ID data.
- Documenting non-MEP funded services when MEP services are not being provided due to students receiving services needed through other organizations.

- Frequent communication between recruiters and service providers.
- Frequent home visits/contact with PFS students.
- Set SMART goals with service providers.
- Weekly check-ins with service providers.
- Review Services Tracking Forms to ensure services are being reported.
- Run PFS lists for service providers so they can focus services on PFS.
- Support students taking credit accrual/recovery summer school.
- Provide iOSY lessons to OSY, including goal setting.
- Work with Proteus to identify and provide services to H2A OSY.
- Review services tracking form to ensure services are reported correctly.
- Consult local experts on best strategies for ELA/Math, EL.

Measurements:

Number of instructional and support services to OSY, PFS, and Summer.