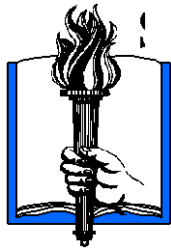


**MURFREESBORO CITY SCHOOLS
ADMINISTRATIVE DIRECTIVES**



Descriptor Term:	Descriptor No:	Effective Date:
Migrant Student Procedures	AD STU49	5/23
Revised:		

1 Under Title I, Part C of the Elementary and Secondary Education Act (ESEA) our school district
 2 provides supplemental services to the children of agricultural workers who have recently moved.
 3 Identification of students is done by completion of the Parent Occupational Survey.

4 An Occupational Survey is completed for every student at the time of enrollment into the school
 5 system and every year thereafter.

6 The Tennessee Parent Occupational Survey can be found as part of the online enrollment packet.

7 School enrollment personnel reviews surveys. If the survey has NO on questions #1 and/or #2, it
 8 is filed at the school.

9 If a parent or guardian marks YES on both questions #1 and #2, the survey is forwarded to
 10 migrant liaison, via courier, or email, to review.

11 A member of the district’s outreach team contacts the parent or guardian to verify their
 12 understanding of the questions asked.

13 Once validity of answers is verified for questions #1 and #2, forms are forwarded to the Migrant
 14 Education Program (MEP).

15 Once the MEP team certifies students, data is pulled from Arroyo to complete Individual Needs
 16 Assessment or input any missing information by the migrant liaison.

17 If students are identified as migrant, a referral is made to the school counselor to assess and
 18 provide school resources needs.

19
 20 In addition, migrant students are referred to school social worker to assess and provide
 21 community based resources.

22
 23 Related Board Policy: 6.504 Migrant Students