**Priority for Service (PFS) Action Plan**

**for Migrant Students**

As part of the NCLB Consolidated Application for Federal Funding, Part 4 of the Title I, Part C Migrant Education Program schedule, the Priority for Service (PFS) Action Plan is a required Program Activity for the Migrant Education Program. Priority for Service students are migratory children who are failing, or most at risk of failing, to meet the state’s challenging state academic content standards and challenging state student academic achievement standards, and whose education has been interrupted during the regular school year. [P.L. 107-110, §1304 (d)]

The Priority for Service Report on NGS must be used to determine who to serve first and foremost with MEP funds. Students are identified as PFS if they meet both of the following criteria:

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| Criteria for **2016-2017** | |
| Grades 3-12,  Ungraded (UG) or  Out of School (OS) | Students who failed one or more of the state assessments (TAKS/STAAR), or were granted a TAKS LEP Postponement, were Absent or were not enrolled in a Texas school during the state assessment testing period for their grade level; **and** have their education interrupted during the previous or current regular school year. |
| Grade 3 | Students who are designated LEP in the Student Designation section of the New Generation System (NGS) Supplemental Program Component **and** have their education interrupted during the previous or current regular school year. |
| Grades K-2 | Students who are designated LEP in the Student Designation section of the New Generation System (NGS) Supplemental Program Component, or have been retained, or are overage for their current grade level **and** have their education interrupted during the previous or current regular school year. |

The following template is provided as a resource for districts to help document efforts that are being conducted on behalf of Priority for Service students. It contains all of the required components as described in Part 4 of the NCLB Consolidated Application for Federal Funding, but also allows room for districts to add additional activities. Each district’s plan must clearly articulate criteria for defining student success, including timelines for achieving stated goals and objectives.

***NOTE:*** *This tool can be obtained electronically in MS Word format from the regional ESC MEP Coordinator.*

**2016-2017**

**Migrant Priority for Service (PFS) Action Plan**

LUCKY ISD

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| **Goal(s):** Lucky ISD will provide educational opportunities that will produce college and career ready, responsible and independent citizens. | **Objective(s):**A minimum of 90% of students will achieve post-secondary readiness on the STAAR/EOC Assessments. A minimum of 40% will achieve mastery. |

| **Required Activities** | **Timeline** | **Person(s) Responsible** | **Documentation** |
| --- | --- | --- | --- |
| * NGS PFS Reports will be run by campus and distributed to all campus principals, facilitators, nurses, migrant lab teachers, tutors, strategists, counselors, teachers, etc. | At the beginning of each month | NGS Clerks  Recruiters | Distribution Logs  Monthly Copies of PFS Reports |
| * Review data (LNA, student profiles, etc.) and create services that will target the unique needs of PFS students. | May-June | Migrant Coordinator, MEP Staff | Needs Checklists, LNA, student profiles, NGS Reports |
| * + - 1. **Migrant Presentation** |  |  |  |
| * Present migrant, NGS PFS criteria, NGS Reports and PFS migrant services (PFS Calendar of Events) to campuses (principals, counselors, nurses, etc.) | August Inservice  January Inservice | Migrant Coordinator, Migrant Counselor | Sign-Ins, power point presentation, handout, brochure |
| * Present NGS PFS Criteria and PFS migrant services (PFS Calendar of Events) to parents at parent meetings. | September-October | Migrant Coordinator, Parental Coordinator | Sign-Ins, Agenda, power point presentation |
| * Post NGS PFS Criteria and PFS migrant services (Calendar of Events) on Migrant section of district website | August | Migrant Coordinator | District Website |
| * + - 1. **Home/Community Visits for Academic Progress** |  |  |  |
| * Ensure that all migrant parents have access to the district’s local database (skyward) | Beginning of school year and ongoing | Migrant Counselor | Skyward correspondence |
| * Send electronic and/or written reminders to parents to access their child’s grades | Every 3rd and 6th weeks | Migrant Counselor | Email Correspondence |
| * Mail parents a status report of face-to-face meeting with students | Every 3rd and 6th weeks | Migrant Counselor | Student Plans of Action |

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| **3. Priority Placement to Migrant Services** |  |  |  |
| * Counselors will have individual face-to-face meetings with students who appear on PFS Reports and document recommendations for instructional and support services. | Every 6 weeks | Migrant counselors | Student Plans of Action |
| * Counselors will have follow-up face-to-face meetings with students who appear on PFS Reports in order to monitor progress. | Every 6 weeks | Migrant counselors | Student Plans of Action |
| * Counselors will coordinate with campus personnel regarding instructional and support services. | Monthly and ongoing | Migrant counselors | Email Correspondence  Campus Flyers |
| * Counselors will coordinate with community social services agencies to refer migrant students based on face-to-face meetings with students. | Ongoing | Migrant counselors | Student Plans of Action |
| **4. Priority Access to Migrant Services** |  |  |  |
| * Use campus PFS Reports as a basis to meet with PFS students/parents to offer them the services prior to offering the service to all migrant students. | Ongoing | Migrant counselors | Participation Rosters with student Signatures |
| **5. Federal, State and Local Programs** |  |  |  |
| * TMIP will be forwarded student referrals for state assessments. | Upon student withdrawal | Migrant counselors | Copies of TMIP Referral Forms |
| * Students (Grades 3-12) will participate in Math Camp (Region One, district personnel). | Monthly | Migrant counselors | Rosters with student Signatures |
| * Students (Grades 3-12) will participate in Science Camp (Region One, district personnel). | Monthly | Migrant counselors | Student Schedule |
| * Students (Grades 3-12) will participate in Social Studies Camp (Region One, district personnel). | Monthly | Migrant counselors | Migrant Lab Sign-Ins |
| * District designees will conduct home visits to provide one-on-one tutoring for content area coursework (Grades K-12). | Ongoing | Migrant counselors | Roster |
| * Provide laptops to students for coursework completion (Grades 9-12). | Ongoing | Migrant counselors | Roster |
| * Students (Grades K-2) will receive electronic devices (Ipad, study buddy, tablet, etc.) to accelerate reading/math skills. | Ongoing | Migrant counselors | Roster |
| * Students (Grades K-12) will receive electronic devices (Ipad, study buddy, tablet, etc.) to accelerate content vocabulary and/or reading/mathwriting skills. | Ongoing | Migrant counselors | Roster |
| * Students (Grades K-12) with attendance/disciplinary concerns will participate in a retreat. | Fall/ Spring | Migrant counselors | Roster |
| * Students (Grades K-12) will participate in motivational academy. | Spring | Migrant counselor | Roster |