



# Standard Program and Service Evaluation Template

(Board of Education Approved on June 1, 2004)

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## Program Evaluation Questions:

1. How many SSD students/families have been identified as migratory during the '03-'04 school year?
2. What programs or services are available to students identified as migratory?

## I. Program/Service Information

Name of Program or Services:  
Migratory services

Personnel Responsible for Evaluation:  
Mary Lee Burlemann, Area Coordinator

Date of Evaluation (Year/Duration):  
September 2004-January 2005

Goal/Objective of Program/Services:

To identify those migratory students who may be temporarily residing within the district boundaries in order to guarantee that they have access to all programs ordinarily provided to all resident students to meet their needs, including Title I, special education, gifted education, vocational education, English for Speakers of Other Languages, counseling programs etc.

Brief description of relationship between program goals, CSIP and MSIP Standards:

Program goals are related to CSIP and MSIP standards. Information gathered about the number of migratory students would assist in ensuring that migratory students are afforded the full range of educational programs in the district (MSIP Standards 8.1d, 8.1.1 and 8.3.1 and 6.2.3 and 6.3.6).

Demographic Description of Program:

Location(s): Central Office

Number of staff: Administrator plus support personnel

Participants: Those identified

Length of program/service: Annual

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## II. Description of Stakeholders Engagement in Program Evaluation:

Parent engagement activities: Richard Weinstein  
Community member (i.e., business): Joan Nenninger (Salvation Army Community in Partnership Program)  
SSD staff: Melissa Bohannon, Dee Byrnes

## III. Evaluation Criteria for Programs/Services Offered

Census information  
Review of Missouri requirements

## IV. Data Collection Methodology

Census Information  
Review of Missouri Requirements

## V. Results

### **Strengths of program/service:**

There is a process through which students are identified as migratory. The process is two-fold. The question of migratory status is asked upon enrollment in the Component District and again when a student enters an SSD building program. Any qualifying student will receive the comprehensive services to which he/she is entitled. Please refer to Attachment A for a full description of the identification and referral process available to eligible migratory students.

### **Concerns regarding program/service:**

There has never been a migratory student identified in need of SSD building program services, so it is not known how effective the range of available services offered within the state is.

### **Recommendations regarding program/service:**

Building principals need to be reminded annually of their obligation to identify those students who may be migratory and notify the SSD contact person who will make the referral to the regional director of the Migrant Education Center to secure the appropriate services.

### **Time spent on Program Evaluation:**

Approximately 17 hours.

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## **VI. Action Plan for Recommendations as A Result of Program Evaluation**

Building principals will be notified annually of their obligation to identify migratory students upon their enrollment into an SSD building. They will know the process for notification of the SSD contact person who will then make the referral to the state Migrant Education Center.

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Signature of Administrator Responsible for Chairing Evaluation

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Date:

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