

**Consider approval to Contract with Education Service Center, Region 20 to Participate in  
the Title 1, Part C Migrant Shared Service Arrangement  
June 17, 2024**

1. Background:

Over the last several years, the migrant student enrollment has been declining. In an effort to provide better services to the students, we would like to enter into a shared service arrangement (SSA) with ESC, Region 20. Currently, Uvalde is 1 of 3 districts in the region not participating in the SSA.

Documents are attached that outline the shared responsibilities between UCISD and ESC, Region 20 within the context of an SSA, as well as the activities and training requirements that ESC, Region 20 staff engage in on behalf of our SSA partners.

2. Process:

With the continual decline in the number of migrant students enrolled in the district and increased compliance requirements of the program, it is time to become a member of the SSA. By participating in the SSA, it provides a better return on investment (ROI) for the district. The ESC, Region 20 will complete all compliance requirements for the district.

The district will be reimbursed a portion of the salary of the staff member with the recruiting duties.

3. Fiscal Impact:

None

4. Recommendation:

The administration recommends approval to contract with Education Service Center, Region 20, to participate in the Migrant Shared Service Arrangement.

5. Action Required:

Approve the Superintendent to enter into a contract with Education Service Center, Region 20 to participate in the Migrant Shared Service Arrangement.

6. Contact Person:

Pam Bendele  
Bryan Perez

| <b>MIGRANT EDUCATION PROGRAM ACTIVITY TIMELINE</b>       |     |     |     |     |     |     |     |     |     |     |     |     |
|--|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
| <b>TEA Staff Development for ESC Specialists</b>         |     |     |     |     |     |     |     |     |     |     |     |     |
|  | AUG | SEP | OCT | NOV | DEC | JAN | FEB | MAR | APR | MAY | JUN | JUL |
| ID&R TOT Online  |     | √   |     |     |     |     |     |     |     |     |     |     |
| TX-NGS TOT Online  |     |     | √   |     |     |     |     |     |     |     |     |     |
| MSIX Webinar   | √   |     |     |     |     |     |     |     |     |     |     |     |
| Fall Coordinated Meeting (2 Days in Austin)              |     | √   |     |     |     |     |     |     |     |     |     |     |
| MEP Meeting & Eligibility Validation Training (TETN)     |     |     |     |     |     | √   |     |     |     |     |     |     |
| Spring Coordinated Meeting (2 Days in Austin)            |     |     |     |     |     |     |     |     | √   |     |     |     |
| MEP-Funded Summer School TOT (1-1/2 Days in San Antonio) |     |     |     |     |     |     |     |     | √   |     |     |     |

| <b>Regional Staff Development for LEA Staff</b>      |     |     |     |     |     |     |     |     |     |     |     |     |
|--|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
|  | AUG | SEP | OCT | NOV | DEC | JAN | FEB | MAR | APR | MAY | JUN | JUL |
| ID & R for Recruiters                                |     | √   |     |     |     |     |     |     |     |     |     |     |
| TX-NGS for Data Entry Personnel                      |     | √   |     |     |     |     |     |     |     |     |     |     |
| MSIX for New MEP Staff (Included in TX-NGS Training) |     | √   |     |     |     |     |     |     |     |     |     |     |
| Early Childhood Curriculum (A Bright Beginning)      |     | √   |     |     |     |     |     |     |     |     | √   |     |
| ID & R for Administrators (Section 5 of Manual)      |     |     |     | √   |     |     |     |     |     |     |     |     |
| Plan of Action (Included in ID&R Training)           |     | √   | √   |     |     |     |     |     |     |     |     |     |
| ID & R for Non-Project Districts Contacts            |     |     | √   |     |     |     |     |     |     |     |     |     |
| Eligibility Validation                               |     |     |     |     |     | √   |     |     |     |     |     |     |
| ESSA Grant Application                               |     |     |     |     |     |     |     |     |     | √   |     |     |
| Compliance Reporting                                 |     |     |     |     |     |     |     |     |     | √   |     |     |
| Local Needs Assessment                               |     |     |     |     |     |     |     |     |     | √   |     |     |
| MEP Evaluation                                       |     |     |     |     |     |     |     |     |     | √   |     |     |
| Supplemental Programs                                |     |     |     |     |     |     |     |     |     | √   |     |     |
| MEP-Funded Summer School                             |     |     |     |     |     |     |     |     |     |     | √   |     |

| <b>Conferences</b>                                       |     |     |     |     |     |     |     |     |     |     |     |     |
|--|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
|  | AUG | SEP | OCT | NOV | DEC | JAN | FEB | MAR | APR | MAY | JUN | JUL |
| AMET State MEP (3-4 Days/Second Week of November)        |     |     |     | √   |     |     |     |     |     |     |     |     |
| NASDME National MEP (3-4 Days/End of March, Early April) |     |     |     |     |     |     |     | √   |     |     |     |     |







| <b>TIC SSA Budget Activities</b>                   |                    |     |     |     |     |     |     |     |     |     |     |     |     |
|--|--------------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
|  | Responsible Entity | AUG | SEP | OCT | NOV | DEC | JAN | FEB | MAR | APR | MAY | JUN | JUL |
| Budget Worksheet Planning with SSA Member District | ESC-20             |     |     |     |     |     |     |     |     |     | √   | √   |     |
| SSA Budget   | ESC-20             |     | √   |     |     | √   |     |     |     |     | √   | √   |     |
| Budget Flow-Through Letters and Packets            | ESC-20             |     |     | √   | √   |     |     |     |     |     |     |     |     |
| Budget Amendments (Maximum & Carryover)            | ESC-20             |     |     |     |     | √   | √   |     |     |     |     | √   |     |
| Budget Amendments (MEP-Funded Summer Activities)   | ESC-20             |     |     |     |     |     |     |     |     |     | √   |     |     |
| Expenditure Reports                                | ESC-20             |     |     |     |     | √   |     |     |     |     |     | √   | √   |
| <b>TIC SSA Activities</b>                          |                    |     |     |     |     |     |     |     |     |     |     |     |     |
|  | Responsible Entity | AUG | SEP | OCT | NOV | DEC | JAN | FEB | MAR | APR | MAY | JUN | JUL |
| MEP Planning Meetings                              | ESC-20             |     |     |     |     |     |     |     |     |     | √   | √   |     |
| MEP Follow-up Contacts                             | ESC-20             |     |     |     |     |     |     | √   | √   |     |     |     |     |
| MEP-Funded Summer School Planning                  | ESC-20             |     |     |     |     |     |     |     |     | √   | √   |     |     |
| Contract Revision                                  | ESC-20             |     |     |     |     |     |     | √   |     |     |     |     |     |
| ESSA Grant Application                             | ESC-20             |     |     |     |     | √   | √   |     |     |     | √   | √   | √   |
| Compliance Report                                  | ESC-20             |     | √   |     |     |     |     |     |     | √   |     | √   | √   |
| Program Evaluation                                 | ESC-20             |     |     |     |     |     |     |     |     |     |     | √   |     |
| Needs Assessment                                   | ESC-20             |     |     |     |     |     |     |     |     |     |     | √   | √   |

| <b>MIGRANT EDUCATION PROGRAM ACTIVITY TIMELINE</b> |                    |     |     |     |     |     |     |     |     |     |     |     |     |
|--|--------------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
| <b>TX-NGS Data Entry</b>                           |                    |     |     |     |     |     |     |     |     |     |     |     |     |
|  | Responsible Entity | AUG | SEP | OCT | NOV | DEC | JAN | FEB | MAR | APR | MAY | JUN | JUL |
| New COEs (5 day timeframe for entry)               | ESC-20             | √   | √   | √   | √   | √   | √   | √   | √   | √   | √   | √   | √   |
| Current Year Enrollments                           | ESC-20             |     | √   | √   |     |     |     |     |     |     |     |     |     |
| Residency Verification                             | ESC-20             |     |     | √   | √   |     |     |     |     |     |     |     |     |
| EL/EB Designation                                  | ESC-20             |     | √   |     |     |     |     |     |     |     |     |     |     |
| Graduation Plans for all 9-12 grade students       | ESC-20             |     | √   |     |     |     |     |     |     |     |     |     |     |
| Fall Semester Grades (9-12 Grade Students)         | ESC-20             |     |     |     |     |     | √   |     |     |     |     |     |     |
| Alternate IDs (PEIMS IDs)                          | ESC-20             |     |     |     |     |     |     | √   |     |     |     |     |     |
| Immunization /Medical Alerts                       | ESC-20             |     |     |     |     |     |     |     | √   |     |     |     |     |
| Facility Updates                                   | ESC-20             |     |     |     |     |     |     |     | √   |     |     |     |     |
| Spring Semester Grades (6-12 Grade Students)       | ESC-20             |     |     |     |     |     |     |     |     |     |     | √   | √   |
| STAAR/EOC Results (3-12 Grade Students)            | ESC-20             |     |     |     |     |     |     |     |     |     | √   | √   | √   |
| Not on Time for Graduation Indicator               | ESC-20             |     |     |     |     |     |     |     |     |     | √   |     |     |

|  |                    |     |     |     |     |     |     |     |     |     |     |     |     |   |
|--|--------------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|---|
| Current Year Withdrawals                               | ESC-20             |     |     |     |     |     |     |     |     |     |     | √   |     |   |
| MEP-Funded Summer School Enrollments                   | ESC-20             |     |     |     |     |     |     |     |     |     |     |     | √   |   |
| MEP-Funded Summer School Withdrawals                   | ESC-20             |     |     |     |     |     |     |     |     |     |     |     | √   |   |
| MEP-Funded Summer School Assessments                   | ESC-20             |     |     |     |     |     |     |     |     |     |     |     | √   |   |
| Supplemental Program Data (Current Year/Summer School) | ESC-20             |     |     |     |     |     |     |     |     |     |     |     | √   | √ |
| Priority for Services Reports                          | ESC-20             | √   | √   | √   | √   | √   | √   | √   | √   | √   | √   | √   | √   | √ |
| Review ECOEs/COEs within required timeframe            | ESC-20             | √   | √   | √   | √   | √   | √   | √   | √   | √   | √   | √   | √   | √ |
| Active year-round recruiting                           | ESC-20             | √   | √   | √   | √   | √   | √   | √   | √   | √   | √   | √   | √   | √ |
| Family Survey Follow-up                                | ESC-20             | √   | √   | √   | √   | √   | √   | √   | √   | √   | √   | √   | √   | √ |
| <b>Value Added Services</b>                            |                    |     |     |     |     |     |     |     |     |     |     |     |     |   |
|  | Responsible Entity | AUG | SEP | OCT | NOV | DEC | JAN | FEB | MAR | APR | MAY | JUN | JUL |   |
| Ambassadors for Leadership                             | ESC-20             |     |     | √   |     | √   |     | √   |     | √   |     | √   |     |   |
| Counseling Support (as needed)                         | ESC-20             |     | √   | √   | √   | √   | √   | √   | √   | √   | √   |     |     |   |
| Community Outreach Fair                                | ESC-20             | √   |     |     |     |     |     |     |     |     |     |     |     |   |
| Elf Louise Event                                       | ESC-20             |     |     |     |     | √   |     |     |     |     |     |     |     |   |



**Instructional Services  
Shared Services Arrangement  
Title I, Part C – Migrant Education Program**

**2023-2024**

**School District:**

The Education Service Center, Region 20 (ESC-20) Migrant Education Program (MEP) Shared Services Arrangement (SSA) is a consortium of districts and charter schools that combine Title I, Part C federal funds, using ESC-20 as the fiscal and administrative agent, to maximize funding through cooperative spending.

**ESC-20 will:**

- Provide identification and recruitment services for migrant students.
- Encode student data in the Texas-New Generation System (TX-NGS).
- Assist with the development and implementation of the 'Priority for Services' (PFS) and Identification and Recruitment (ID&R)
- Provide district/charter with TX-NGS Priority PFS monthly report identifying youth who require priority access to MEP services.
- Coordinate support for PFS students.
- Review the District Improvement Plan (DIP) to ensure inclusion of MEP PFS and ID&R Action Plans.
- Establish and consult with the Parent Advisory Committee (PAC).
- Provide support to counselors of migrant students in the areas of secondary credit accrual and graduation enhancement.
- Provide supplemental summer program opportunities utilizing the Project SMART curriculum.
- Provide a home-based program for three and four-year old students not attending a school or community-based program.
- Provide opportunities for secondary students to participate in activities that will allow a successful transition to post-secondary education or employment.
- Coordinate the MEP with other community services.
- Contact private schools for migrant participation.
- Provide financial accounting for Title I, Part C funds which includes, but not limited to, ensuring all funds are expended in accordance with applicable laws and regulations for the funding source.
- Complete Title I, Part C compliance reports as mandated by guidelines. It is agreed and understood that the fiscal agent assumes no responsibility for a member LEAs failure to maintain its effort.
- Perform all budgeted and accountability responsibilities related to this agreement.
- As part of grant compliance, respond to random validations, program surveys, and other TEA requests throughout the program year on the district's/charter's behalf.

**Member LEAs will:**

- Assign the Title I, Part C allocation to the ESC-20 Title I, Part C SSA in the ESSA Consolidated Federal Grant Application.
- Identify a district and campus MEP contact who will be responsible for working with ESC-20 to disseminate information to designated district staff, migrant students, and their families.
- Ensure attendance of a district MEP contact at all SSA Contact Meetings.
- Identify an LEA Public Education Information Management Systems (PEIMS) staff who will work cooperatively with ESC-20 staff to ensure accuracy of MEP student data.
- Authorize access of Personal Identification (PID) information to ESC 20 TX-NGS staff of district migrant students to track enrollment and withdrawal information when possible.
- Assist ESC-20 with the ID&R process outlined in the MEP ID&R Action Plan, specifically in reference to MEP Family Surveys.



- Ensure the PFS and ID&R Action Plans are inserted as a migrant-specific section in the DIP and submit a copy of the DIP to ESC-20 prior to December of the upcoming school year.
- Review district policies and procedures concerning students with late entry and/or early withdrawal to ensure plans for migratory students are in place.
- Provide information related to private school participation in the district, if applicable.
- Provide data for ESC-20 to submit required reports and to determine the progress of the migratory students, including:
  1. Partial grades and clock hours for students withdrawing early in grades 6 through 12
  2. Report cards and/or progress reports for K-12, as requested
  3. Accumulated secondary credits accrued for students withdrawing early
  4. Graduation plan for all secondary students
  5. Transcripts showing credits accrued for all high school students enrolled during the current school year
  6. Provide current immunization records

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- As the fiscal agent, ESC-20 is responsible for the appropriate expenditure of all funds disbursed to the LEA from this SSA.
  - If a member LEA leaves the cooperative, the federal roll-forward (carryover) funds will remain with the Shared Services Arrangement.
  - As the fiscal agent, ESC-20, may purchase goods and services necessary to administer and operate the ESC-20 Title I, Part C SSA. All non-consumable instructional materials purchased by ESC-20, as defined herein, using ESC-20 Title I, Part C SSA funds, shall be deemed property of the ESC-20 Title I, Part C SSA.
  - If the Shared Services Arrangement is terminated, assets acquired using Title I, Part C funds will be collected and redistributed, as appropriate, among member LEAs. Assets should be tracked and not disposed of without prior approval from ESC-20.
  - Member LEA will be held liable for legal fees due to compliant, grievance, litigation, and refund liability resulting from on-site monitoring or audit.
  - Any additional entitlements released during the fiscal year will not necessitate additional district LEAs signatures.
  - The ESC-20 Title I, Part C SSA will operate a budget prepared in accordance with guidelines established by the Texas Education Agency. Member LEAs acknowledge that Federal funds earmarked for Title I, Part C flow directly to the Fiscal Agent from the TEA for program implementation purposes.

**Commitment:** We, the undersigned, do hereby express our understanding of this agreement and the included provisions.

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Superintendent's Signature

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Jeff Goldhorn, Ph.D. Executive Director  
Education Service Center, Region 20

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Date

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Date