

October Cycle - General Provisions	Evidence	LEA Comments	Y N NA DR
<b>1. Migrant Education (NCLB, 1304) (Items a-d apply to all LEAs)</b>			
a. The LEA provides documentation of a procedure to identify and recruit those students who have family members who have been or are engaged in temporary or seasonal agricultural-related work residing in the LEA throughout the school year.	<input type="checkbox"/> Separate survey form or question on the student enrollment form (required) <input type="checkbox"/> List other identification methods in the comments		O O O O
b. The LEA provides documentation they had migrant students enrolled in current or prior school years. If LEA did not have students enrolled, indicate zero.	<input type="checkbox"/> Certificate of Eligibility is on file for each migrant student <input type="checkbox"/> Number of migrant students enrolled in prior school year as reported in MOSIS. (If 1 or more Migrant Students enrolled upload MOSIS Report).		O O O O
c. The migrant education procedure (board adoption is optional) addresses: screening and identification of migrant students, notification to State Migrant and English Language Learner (MELL) Director of the presence of potentially eligible students, completion of family interview form, programs for which migrant students are eligible, and if needed request assistance from the Missouri Migrant Education and English Language Learning program.	<input type="checkbox"/> Copy of Migrant Education Procedures.		O O O O
d. Applies to all LEAs with one or more students identified - If migrant students are identified, evidence is provided that the LEA follows its written procedures. The LEA provides documentation that eligibility determinations are accurate and students receiving services meet the definition of migrant.	<input type="checkbox"/> Student files <input type="checkbox"/> Certificate of Eligibility for each migrant student		O O O O
<b>2. English Language Learners (ELL) (Administrative Memo) (Items a-d apply to all LEAs)</b>			
a. The LEA has a board-adopted policy concerning the education of ELL students that addresses student identification, language assessment, district ELL coordinator, and services.	<input type="checkbox"/> Copy of the policy which is in a uniform format that parents can understand. (required) <input type="checkbox"/> Board minutes showing board adoption date of policy and name or position of board-appointed ELL coordinator (required)		O O O O
b. The LEA has adopted and uses a procedure to survey the enrolled student body and identify students whose first language, home language, or both, is other than English.	<input type="checkbox"/> Home Language Survey <input type="checkbox"/> Questions on enrollment form		O O O O
c. Applies to all LEAs that have at least one ELL student enrolled - The LEA administers the W-APT. The LEA has documentation of administration of the W-APT to all potential ELL students and a district staff member has been trained by MELL staff in the administration of the W-APT.	<input type="checkbox"/> W-APT Results <input type="checkbox"/> Handouts from W-APT training, names of district representatives who attended MELL-sponsored W-APT training.		O O O O
d. Documentation is available showing the LEA had ELL students enrolled in current or prior school year. If the LEA did not have students enrolled, indicate zero.	<input type="checkbox"/> Number of ELL students enrolled in prior school year as reported in MOSIS. (If 1 or more ELL Students are enrolled upload MOSIS Report).		O O O O
e. If the LEA has more than 19 ELL students, a full-time, qualified ESOL endorsed teacher has been hired with local funds to serve those students.	<input type="checkbox"/> Class schedules of qualified ESOL endorsed teacher(s) <input type="checkbox"/> Written description of ELL services		O O O O