



**OSY Leadership Team Meeting
September 21 – 23, 2009
Marriott Hotel
Albany, New York**

Meeting Notes

Participants attending: Cindy Bartelsmeyer, Betty Black, Norma Cregan, Susan Durón, John Farrell, Ron Johnson, Ray Melecio, Patricia Meyertholen, Barbie Patch and Brenda Pessin. Ivy Rivera attended for Roberto Reyes and Sally Fox for Bob Lynch. Also present: Jack Perry, IMEC, and Bob Apicella and Jay Drake, New York.

Welcome

Norma Cregan welcomed everyone and asked Pat to review the packet of materials and the meeting agenda. After reviewing the materials, Pat passed around the updated Leadership Team Contact list and asked members to check their information.

Update on OSY Activities

Pat distributed a 4-page document outlining the Opportunities for Success for Out-of-School Youth (OSY) Year 1 activities which she reviewed with the group. Pat commented that many resources shared by consortium states have been posted on the OSY website at <http://www.osymigrant.org>. They are available to download or are linked to sites where copyrighted materials are available for purchase. She explained how to download the audio files, reviewed the instructional materials and OSY Best Practices, talked about the OSY Quarterly Newsletter and mentioned the Bilingual Health Mini-Lessons that are currently being developed by the National Center for Farmworker Health (NCFH), an OSY collaborative partner. Finally, she mentioned that the OSY Literature Review was being written. A draft will be ready for the next Leadership Team Meeting; the TST also will be able to review it at its next meeting. It was suggested that a professional editor be employed to work with the document to produce a high quality product that could be posted on the web or even be published.

Group Feedback on OSY Activities in Consortium States

Florida

Ray discussed Florida's use of the OSY Student Profile. He commented that the Student Profile can be used as a needs assessment for individual students and can either be filled out by recruiters or advocates or both. In the Florida Migrant Education Program (MEP) the upper part is completed by the recruiter; the lower part by the advocate. A question was asked how would a recruiter know if the out-of-school youth (OSY) was a drop out youth or a here-to-work youth. Ray commented that it was up to the recruiter to decide that during the interview process. The group discussed that states, for the most part, followed the criteria listed in the OSY brochure in determining who was a drop out and who was a here-to-work youth. Dropouts have attended school in the U.S., while the here-to-work have their school history in another country (generally

Mexico) and are unschooled in the U.S. Of course, there are always exceptions to the rule, so it is best if the states have the flexibility to make the determination the way that makes sense for them. The group discussed whether the use of this form should be strongly encouraged in consortium states so that data could be collected and aggregated. Right now the form is available on the OSY website as a resource. A follow-up meeting should lay out what resources are available in each state. Ray reported that he has presented the information from the website during 5 regional meetings held in Florida. He has also disseminated the OSY Quarterly Newsletter. In the Student Profile, Ray feels that there are two key areas in terms of data collection for all states: last grade attended, when and where. These data fields are very useful in determining the type of OSY and what their needs may be. In Florida, the MEP is conducting a needs assessment of OSY. A Service Delivery Plan is already in place.

New York

Bob Apicella commented that more than one half of all migrants identified and recruited in New York are here-to-work OSY. The problem in the state is twofold:

1. Serve a lot of OSY with minimum services, or
2. Serve a few with more intense services.

Ray mentioned that the perception in Florida is that all OSY are here-to-work, but that may change as a result of new initiatives led by the Acting State MEP Director, Carol Gagliano. He also commented that there is more of an emphasis being placed on recruiting OSY throughout the state. MEP staff are now looking more at student attendance and trying to target best times for recruitment efforts, e.g., 5 a.m. as youth are waiting to board buses. Pat commented that if OSY becomes a one of the criteria for Priority for Services in the New Non-Regulatory Guidance (NRG) there will also be more emphasis on the OSY ID&R.

Sally Fox commented that language assessment and proficiency issues are a hot topic also in New York in regards to OSY. Bob explained that the New York MEP will offer a 3-day residential retreat for 20 youth this year, either in November or in the Spring, targeting both here-to-work and recovery youth. The plans are to hold the retreat at a college in a central location. Bob commented that he is surprised by the number of here-to-work youth that are interested obtaining a formal education. Many are interested in pursuing their GED in Spanish.

South Carolina

Betty commented that South Carolina is a small state, emphasizing summer programs in grades K – 12. Now that OSY are being identified throughout the state, the MEP has made school districts more aware. South Carolina's MEP has partnered with Adult Education to make OSY more visible. Overall, in terms of demographics, the numbers of migrant children and youth in grades K through 12 are diminishing. Being part of the OSY Consortium has helped South Carolina make a paradigm shift. She values all the materials available through the consortium, especially the audio files. The majority of OSY in South Carolina are here-to-work. The audio files keep OSY focused and on track as they move up-state.

Pat mentioned that perhaps MSIX can be used to do a pilot to track OSY moving from state to state with instructional materials.

New Hampshire and Vermont

Barbie reported for both New Hampshire and Vermont. Both states are also members of the LEARN Consortium. This consortium is working on developing lessons for OSY. OSY should link to the LEARN website. New Hampshire has used iPods with OSY. They give youth envelopes to submit their lessons. Next year the state MEP will implement a laptop project using

tutors accessible via Skype. The problem is limiting student use of the Internet to educational purposes only.

Kansas

Ron commented that the emphasis in the Kansas MEP has been on migrant children in school. The MEP is trying to generate interest in recruiting OSY and has conducted a needs assessment for the state's OSY. Ron shared the data with the group. OSY age ranged from 19-21 years old. 69% were classified as drop outs, while 31% were classified as here-to-work. 93% were single without children. 83% reported that their last school attended was in Mexico. 31% reported that the highest grade level obtained was 5th grade. Overall OSY reported that their primary language spoken was Spanish. Most cannot read or write in English. 32% reported that their educational goal was a GED or high school diploma. Most need assistance with medical, dental, immigration and childcare services. Tutors use *Living in America* for OSY English language learners (ELLs). One problem is that recruiters cannot travel; they are tied to their districts. The MEP is working with project directors to try to encourage them to serve OSY. However, it is very difficult because of all the disincentives to identifying and serving OSY in terms of accountability under NCLB. There have been reports of OSY returning to school, but being sent away without being able to enroll.

Barbie commented that the partnership with Adult Education is very valuable. However, the problem of identifying and recruiting OSY exists throughout the nation. Barbie does short term contracts with people in the field to assist with working with OSY. Brenda commented that the IL MEP also works effectively with other programs that serve the migrant population, such as Migrant Health, Legal Assistance, etc., as a way to gain the trust of the OSY population. The group agreed that working with OSY takes a very different approach than the one that is currently being used in most states. Perhaps the development of a model for working with OSY could be a product of the next iteration of the OSY grant. Barbie suggested that we need a MOU with the Department of Labor.

Jay Drake, the New York ID&R Coordinator, attended the meeting briefly, as he was in the hotel for another meeting. Jay agreed that many districts don't know about OSY. He urged conducting more inservices about OSY and to make sure that recruiters visit school administrators when they go into the schools.

Jack Perry, Director of the Interstate Migrant Education Council (IMEC), joined the meeting after a short break. John had invited him to address the group regarding the Reauthorization of the Migrant Education Program in relationship to the OSY population. Jack commented that there are major policies relating to legislation. He asked the group to review the draft legislation to see what was included to date in terms of OSY. He also commented that OSY is a difficult topic because the MEP historically has dealt with children in school. Will it help the MEP if Congress found out that a large proportion of the children and youth now being identified for the MEP were OSY? Would there be negative consequences? He asked the group to think about that issue. Then he asked what the group would like to include in the upcoming Reauthorization. He wanted to know what information was available in terms of data. Is there a way to determine who is here-to-work and who is drop out? What data related to OSY can be mined from the Consolidated State Performance Report (CSPR) submitted to the Office of Migrant Education (OME) each year? He pointed out that the word "children" has been replaced in both draft bills with "children and youth." He asked the group to develop a list of recommendations about OSY for IMEC to discuss. Jack will follow up with Pat whom he invited to present to IMEC at their upcoming meeting to be held in conjunction with the OME Conference in San Diego in October.

OSY Partnerships

National Center for Farmworker Health (NCFH)

Sally and Pat spoke to the collaboration with NCFH in the development of a series of bilingual mini-lessons in Spanish and English on various health topics. The series is entitled *For Your Health/Para tu salud* and is intended to increase the health knowledge of migrant farmworkers through health education topics. The lessons are designed for OSY and adults. The instructional packet for each health topic includes teaching plans, an introductory lesson, guided practice, useful vocabulary, practice dialogues and pre/post tests. All materials are done in both English and Spanish. A non-sequential format lends itself to the limited time and intermittent attendance of the students. Since it is being developed for OSY, materials can be used without restriction. After each lesson is finalized, it will be posted on the BOCES Geneseo website and linked to the OSY website. The TST suggested 25-30 health topics which have been narrowed down to 10 after discussion with health experts at NCFH. There are plans for supportive materials in the form of flashcards. Lessons will be color coordinated for easy reference.

Additionally, NCFH is developing a bilingual lesson around the Farmworker News edition on the H1N1 virus. It will be done early 2010 and will be posted on the OSY website along with the H1N1 issue which is already posted.

Adult Learning Resource Center (ALRC)

Brenda spoke to the enhancement of the Living in America (LIA) series by ALRC. ALRC has been contracted by the Illinois MEP to develop a series of audio files to support specific LIA lessons. All audio lessons will begin with the introduction and civic responsibility translated into Spanish. Vocabulary and practice dialogue will be developed. Transcripts of the audio files are also part of the package. The pilot should be completed by the end of November and the rest of the lessons completed by the end of May. The audio files will be approximately 15 minutes long and are optimally to be used by the student with direction from a tutor or instructor. There will be 5 supplements to start this effort. The audio files will be free and posted on the OSY website; however, the written curriculum must be purchased from New Readers Press. There is a link to the site on the OSY website. Feedback from the group was very positive.

Feedback Regarding Quarterly Conference Call with OME

Pat and Susan reported on the most recent quarterly conference call with the Office of Migrant Education. Alejandra and Michelle, OME, spoke with Pat and Susan. OME staff were extremely positive concerning the work done to date by the consortium. They said that OME shares the website with states as part of its monitoring practice. They asked if the consortium was submitting another proposal, which they said would be looked upon favorably by USDE. They commented that OSY was high on the list of OME's priorities. Lisa Ramirez also has been highly responsive and reviews the materials on the website.

Evaluation Activities

Susan addressed the group concerning the submission of the Annual Performance Report (APR) which is due to OME by December 31, 2009. She will send out the draft to states for signature by November 6. She distributed the APR to the directors who were present. All others will receive the forms in the mail. She also gave her new address effective immediately:

META Associates
128 Grant Ave, Suite 108
Santa Fe, NM 87501

She is waiting for all the Directors Surveys and the OSY Training/Staff Evaluation forms to be submitted either online or mailed to her office in Santa Fe. The due date for the forms is September 30th. She told the group that anyone needing help completing the survey should feel free to call her (303-550-3333). On the forms it is important that everyone use the same definitions. Questions can also be emailed to Susan who will in turn share the answers with the entire consortium.

Finally, Susan brought up some issues concerning data collection. Even though Part 2 of the CSPR is not due until February 2010, she wanted to know if these data would be available in December. The reply was that it depended on the data collection process in each state. Susan will have to send out an email and check with all the consortium states. She then asked the group if there was any thought to the OSY Student Profile being a mandatory data collection instrument for member states. The group discussed that at the last TST face-to-face meeting in Nashville where everyone agreed to try to collect last grade attended, when and where. But, unless OME mandates them as data fields to be collected, states will be hard pressed to do so because of state policies concerning data collection. It was suggested that in the next proposal, the collection of these data elements be included as a necessary part of participation.

Florida volunteered to pilot the collection of these three data items through their comprehensive needs assessment (CNA) for OSY. KS, NH and IL also volunteered to collect the three data elements. PA is not using the form, but Lysandra may be collecting the three data elements. Pat will check with the TST at the next meeting to find out where we are in the collection of these elements throughout the OSY consortium.

Susan finished her report to the group by reminding them that any item that is not completed in Year 1 of the grant as outlined in the Fidelity Implementation Index (FII) will be carried over into Year 2.

Plans After OSY is Completed

The group discussed plans for OSY and how to move forward after the second year of OSY is completed. The group agreed that another submission would be desirable. Several items to consider in another submission were suggested:

1. Measureable Objectives
 - a. Serve a larger percentage of OSY, not larger number.
 - b. What kinds of services?
 - c. What would be the performance standards?
2. Dissemination
 - a. Add OSY website to proposal
3. Professional Development and Training Component
 - a. What would be the design features of the professional development component?
4. ID&R Component
 - a. OSY ID&R Task Force
5. Add all States as members of the Leadership Team on the next submission.

Each state should assign member(s) to the TST. It is important that State Directors know that it is OK if participation is limited to conference calls and that TST representatives can be anyone who has expertise in an area related to OSY. Multiple face-to-face meetings of the TST are not needed. Also, roles need to be clarified for the different teams.

Potential states to add during the second round:

- Georgia

- Wyoming
- West Virginia
- California as a collaborating partner either on the regional or state level
- Arkansas
- Louisiana
- Maryland
- Washington State
- Massachusetts
- Indiana
- Wisconsin

Ray suggested empowering OSY with some new concepts for a new grant submission:

- USB flashdrives given to OSY when they arrive in a new state;
- Create email clearinghouse for OSY;
- Photography workshops;
- How to keep track of records;
- Teach OSY how to navigate the internet;
- Incorporate use of technology in new submission; and
- Use of webinars for training and staff development.

Wrap-Up and Adjourn for the Day

Meeting was adjourned at approximately 4:45 p.m. and reconvened at 8:30 a.m.

Day 2

Year 2 Work Plans

Budget

John presented a budget for Year 2 to the group and three options for states' contributions depending on extra money that Kansas will have to contribute. The projected budget for Year 2 is \$223,661,000.

Option 1: Kansas contributes \$48,236 while each of the member states contributes \$8,747.
 Option 2: Kansas contributes \$30,696 while each of the member states contributes \$10,000.
 Option 3: Kansas contributes \$16,969 while each of the member states contributes \$11,000.
 The group unanimously agreed upon option 3 and asked John to redo the budget to include Kansas' and Nebraska's contributions which are not included.

Dissemination Event

John said that he would like the event to be held in a city like Naples or Clearwater, Florida. The committee to find a conference hotel is comprised of Ray Melecio, Brenda Pessin and Pat Meyertholen. The group decided that the event would need to be near a major airport. The event should be for 1 ½ days with a Leadership Meeting the day before. The committee should bring two options to the Leadership Team Meeting in January.

Plans are to invite the 15 participating states and 2 partner states. TST members will conduct the sessions.

Number of Participants – 100 total

- 60 from the OSY Consortium plus OME.
- 40 from the other states – invitation sent requesting one representative from each state. Bigger states may want to send more people. If the meeting gets too big, then it

becomes more like a conference. It was agreed that the event stay as planned – a sharing event. The OSY Tool Kit will be the key. All the materials within the tool kit must be explained to the participants.

OSY Collaborative Partner Role

- Invite OSY Collaborative Partners – PASS Center, HEP/CAMP Association, ALRC and NCFH.
- Pay for them to attend and present.

OSY Leadership Team

- OSY Leadership Team Meeting to be held in conjunction with the event.
- Convene the Leadership Team ½ day before and ½ day after the event.
 - Day before – have a dinner meeting beginning at 3 p.m.
 - Hold Leadership Team Meeting the ½ day following the event for debriefing.

Registration

- Use an electronic registration process with a deadline.
- \$100 registration fee for non-consortium states.
- Provide food
- Give each participant a MP3 Player.

Materials

- TST to recommend the materials and products to be showcased.
- Literature Review
- Many of the materials in tool kit will be on the web so distribute flashdrives instead of CDs.

Poll non-consortium states to find out about OSY Best Practices and if they would like to present at the Dissemination Event.

Communication

OSY Website

A recommendation from the group was to make the home page more aesthetically pleasing by adding more pictures and reducing verbage. Pat will work with the webmaster on a new version of the homepage. Additional suggestions for the website included:

- Remove bottom button area
- Add partner states to list of consortium states
- Emails through site
- Add FAQ section
- Link to LEARN Consortium

Wrap-Up and Adjourn Meeting

It was agreed that the next Leadership Meeting would be held in Washington, D.C. on January 12-13, 2010.

Pat adjourned the meeting at noon and thanked the attendees for their participation.