GOSOSY Technical Support Team (TST) Meeting
April 5-6, 2017
Chicago, IL

IN ATTENDANCE:

Tracie Kalic (GOSOSY Director)	Janette Perez (NJ)
Joyce Bishop (AL)	Odilia Coffta (NY)
Peggy Haveard (AL)	Mike Reho (NY)
Margot Di Salvo (FL)	Jenna Vaccarelli (NY)
Sabrina Rivera-Pineda (GA)	Lysandra Alexander (PA)
Eva Jimenez (IL)	Deke Showman (PA)
Brenda Pessin (IL)	Jennifer Almeda (SC)
April Dameron (IA)	Francis Whitfill (TN)
Geri McMahon (IA)	Sarah Braun-Hamilton (VT)
John Farrell (KS)	Chris Norton (GENESEO, National PASS Center)
Pedro Santiago (KY)	Susanna Bartee (GOSOSY)
Emily Hoffman (MA)	Jessica Castañeda (GOSOSY)
Carmen Anderico (MS)	Marty Jacobson (META)
Kiowa Rogers (NE)	Christy Yaple (Patrick Henry Comm. College)
Barbie Patch (NH)	

WORK GROUPS

OSY Learning Plan
Emily Hoffman – *lead*
Sarah Braun-Hamilton
Margot Di Salvo
Mike Reho

Goal Setting
Sonja Williams – *lead*
Carmen Anderico
Joyce Bishop
April Dameron
Jenna Vaccarelli

Identification & Recruitment
Jennifer Almeda – *lead*
Ray Melecio
Barbie Patch
Pedro Santiago
Deke Showman

Material and Curriculum
Chris Norton & Brenda Pessin – *leads*
Peggy Haveard

Professional Development
Joan Geraci & Kiowa Rogers - *leads*
Lysandra Alexander
Odilia Coffta
Sabrina Rivera-Pineda

Lit Review
Jessica Castañeda – *lead*
Susanna Bartee
John Farrell

Wednesday, April 5, 2017
Call to order 8:30 am
Adjourned 4:15 pm

Agenda

- Welcome and introductions
- ID&R Training with Identification & Recruitment Rapid Response Consortium (IRRC)
- Welcome to Illinois and Overview of IL Migrant Education Program (MEP)
- Updates from GOSOSY
- ID&R Prezi viewing and discussion
- Data collection and reporting
- Training on *Goal Setting Implementation Guide*
- Lunch
- Expectations of Work Groups and assignments
- Tasks outlined and Work Group time

Welcome and Introductions - *Tracie Kalic, GOSOSY Director*
Tracie welcomed everyone and briefly outlined the TST meeting agenda.

ID&R Training with IRRC – *Michael Maye (IRRC Director), Zach Taylor (SC), Travis Williamson (SC)*
1. GOSOSY and IRRC share many member states.
2. ID&R Work Group collaborated with IRRC to create the *Recruiter Competency Skills Assessment.*
    a. The tool is now accessible through GOSOSY website.
        i. Contact Michael Maye for access—state directors will receive an access code.
    b. It will be modified as needed during IRRC Year 2 per data and feedback received.
        i. Test taking anxiety was primary concern.
        ii. Spanish version is being developed for the future.
            1. Recruiters may use bilingual dictionary or direct translations from testers.
    c. Proficiency is determined to be 80%.
    d. Deadline is June 30 for current assessment data; July 1 begins new version that will align with new non-regulatory guidance.
    e. See *MEP ID&R Competency Skills Assessment Protocols, Guidelines, and Instructions for Implementation* document for more information and contact Michael Maye with questions or concerns.
3. *Introduction to Mapping with Global Platforms* presentation
    a. Zach Taylor and Travis Williamson presented on ID&R mapping. See PPT for information and resources.

<u>Welcome and Overview of Illinois Migrant Education Program (MEP)</u> – *Brenda Pessin, Director Migrant Education Services* and *Eva Jimenez, State ID&R Coordinator*
- Brenda and Eva welcomed the group to Illinois and discussed the IL MEP.
- 58,000 square miles
- 74,300 farms
- 1,341 eligible migrant students (2015-16 CNA)
- 96% Hispanic
- primary qualifying activities: detasseling/roguing corn, processing, seasonal activities
  - "pumpkin capital of the world" and "horseradish capital of America"
- supported by Illinois Migrant Council and Parkland College Mobile Project & Day Program
- MEP program is summer focused:
  - offers full-day comprehensive center-based programs (Project SMART* integrated curriculum for K-8 instruction)
  - offers home-/camp-based instruction using Project SMART* home-based curriculum for K-8 instruction
- during school year, MEP coordinates with school/classroom teachers:
  - offers supplemental support in literacy and math, family literacy
  - monitors graduation plans
  - offers OSY ESL, life skills, pre-HSED/HSED prep
- Currently has six LEAs operating during school year
- Interstate collaborations include GOSOSY, IRRC, National PASS Center, Texas Migrant Interstate Program (TMIP), New Generation System (NGS), Project SMART*

*Project SMART is a literacy and math integrated (heavily math-focused) program from Region 20 in Texas; offers separate lessons for in class, in home, parents, etc.; offers assessments for progress reporting.
- Primary partners are Community Health Partnership (Migrant Health), Migrant Legal Assistance Project, and Migrant and Seasonal Head Start.

<u>TST Expectations and Work Norms</u> – *Tracie Kalic*
Tracie reiterated the purpose and focus of the TST and asked the following of all members as work norms:
1. Be fully committed to the work and demonstrate this commitment by meeting agreed upon deadlines, participating/attending meetings and calls until outcomes/goals are fully met.
2. Leave each meeting with tangible products/achievements synthesizing our meeting outcomes.
3. Use included reflection time to promote spontaneous, creative discussion.

Expectations of TST members:
1. Provide feedback on agenda items, including training materials and material development.
2. Complete Work Group tasks, outline timelines, and establish follow-up conference calls.
3. Understand data requirements and the GOSOSY performance measures.
4. Discuss structure of 2018 Dissemination Event and confirm meeting dates for the TST DE Committee.

GOSOSY Updates – *Tracie Kalic*
Tracie briefly covered recent GOSOSY news and updates with the following details:
1. SST Meeting occurred in Washington D.C. on March 6, 2017.
    a. Professional Development Module 1 was very well received by State Directors.
2. ACReS Unit 6 (Lesson 5) is now available in French.
    a. Illinois provided the translation.
    b. Lesson was chosen as the top priority by projects who have French speakers.
    c. Will be available in password-protected part of GOSOSY website:
3. *OSY Student Profile* updated to include "pregnancy/childcare" and "disengaged" under Reasons for Leaving School.
    a. Will be available for use during Year 3 (beginning Sept. 1, 2017).
    b. Several TST members requested a version without the GOSOSY logo as background.

ID&R Work Group Update – *Jennifer Almeda*
1. FII Objective 2.3 a and b:
    a. *Field-Based Recruiting* and *ID&R Tip Sheet* documents updated and posted on GOSOSY website.
    b. Prezi developed to offer professional development for use of recruitment tools.
        i. Will be available on GOSOSY website.
Note: GOSOSY has a Prezi account available for Work Groups as needed. Contact Tracie Kalic for information.

GOSOSY Website Update – *Jessica Castañeda*
1. Google Analytics Report
    a. February-March 2017:
        i. 2,075 sessions; 5,002 page views
        ii. 30 people have used it 369 times each
        iii. Instructional Page is still highest visit
        iv. Student Page is still under construction

GOSOSY Evaluation and Data Collection – *Marty Jacobson*
1. Objective 1: Achievement & Learning Plans
    a. Year 2:
        i. **1.1 – 75% of OSY participating in project-directed instructional services will demonstrate a 20% average gain between pre/post**
            1. 84% made a 20% gain
            2. 5% more OSY received services compared to the baseline
            3. 16 states and 2,145 OSY used GOSOSY lessons
        ii. **1.2 - 75% with Learning Plan will attain an average of 50% of the learning/achievement objectives**
            1. Year 2
        iii. **1.3 – Attendance by 54 OSY (consortium-wide) at Goal Setting Workshops and attain acceptable or above average score on GSW rubric**
            1. Year 2
        iv. **1.4 – Rating 4 or above on 95% of Year 1 FII activities**
            1. All activities rated 4 or above
            2. 17 rated 5 (fully implemented)

3. four rated 4 (partially implemented)
2. Objective 2: Professional Development
   a. Year 2:
      i. **2.1 – 75% of staff completing PD increase skills by 10% between pre- and post-assessment**
         1. 84% made a 10% gain
         2. 184 trainings in 17 states
         3. 2,366 participants trained
      ii. **2.2 - 75% of states average of 5 PD/mentoring collaborations**
         1. 100% had five or more collaborations
      iii. **2.3 - 75% of recruiters tested achieve "proficient" on OSY ID&R Skills Assessment**
         1. Year 2
      iv. **2.4 - Rating 4 or above on 95% of Year 1 FII activities**
         1. All activities were fully implemented
3. Objective 3: State Processes
   a. Year 3:
      i. **3.1 – Five products developed/ adapted/vetted/adopted by 18 states**
         1. Year 3
      ii. **3.2 – GOSOSY Dissemination Event (DE) for 200+ staff is planned, implemented, evaluated**
         1. Year 3
      iii. **3.3 – Rating 4 or above on 95% of Year 1 FII activities**
         1. All activities were fully implemented
4. Pilot Results (from Year 1)
   a. Recruiter Competency Skills Assessment – 92% of recruiters assessed showed proficiency
   b. Learning Plan – NY, PA, KS, FL and VT participated with 26 instructional staff providing reviews and ratings of materials:
      i. Ratings were good
      ii. Sample plans included in appendix of performance report
   c. Goal Setting Workshops
      i. Ten states provided 30 GSWs (reaching 400 OSY) using materials from previous consortia.
         1. During Year 2, reporting needs to come solely from students using GOSOSY Goal Setting materials.
5. What is new in Year 2?
   a. New *Fidelity of Implementation Index*
      i. 1.2 a Update OSY Learning Plan template
      ii. 1.2 b Work with OSY to complete Learning Plans
      iii. 1.2c Provide instruction to OSY using GOSOSY materials aligned with Learning Plans
      iv. 1.3c Train GSW facilitators
      v. 1.3e Conduct GSWs and evaluate progress
      vi. 2.2d Participate in training for staff on community-level interactors to increase OSY mental health literacy
      vii. 2.3 b Collaborate/conduct OSY in-the-field recruiter training in collaboration

with IRRC
    viii. 2.3c Administer OSY recruiter skills competency tools and analyze/summarize results in collaboration with IRRC
    ix. 3.1b Update the literature review on OSY research/promising practices
    x. 3.1c Adapt and use online curricula and resource materials (e.g., Skype, *Plazas Comunitarias* portals, etc.)
    xi. 3.1f Design/adapt, pilot, and vet web-accessible lessons
    xii. 3.2a Integrate platforms for sharing OSY learning resources
    xiii. 3.2c Prepare content for GOSOSY DE at SST meetings

6. *Director/Coordinator Survey* updates for 2016-17 Program Year
   a. Dropout and graduation rates-
      i. Needed for all migrant students (not just OSY)
      ii. Many states do not have rates available by September.
         1. All states should have 2015-16 data to report.
            a. Most states give CSPR numbers.
   b. Total number of OSY identified and served-
      i. Let Marty know if these numbers are not available for 2016-17 school year.
   c. Number of OSY using GOSOSY instructional materials-
      i. Will be the same or higher as those who used the materials and were given pre- and post-assessments.
         1. Report only pre- and post-assessments from GOSOSY materials.
            a. Other information may be submitted by separate comment/email to Marty.
         2. States may send *Student Assessment Score Sheets* (*SASS*) directly to Marty (not required, but it is helpful).
   d. Other non-GOSOSY activities should be listed to reflect additional efforts made in states.
      i. Please note if there are no non-GOSOSY materials/activities used.
   e. Professional Development activities- list all state and local events (consortium-wide events do not need to be listed).
   f. Recruiter assessment reports-
      i. States may use own assessment tools.
      ii. IRRC suggests having recruiters take the screening tool each year and report new results.
   g. Collaborations chart has been updated with suggested additions
      i. Focus should be state-wide (or significant) collaborations, but local collaborations may be listed as well.
   h. Goal Setting Workshop
      i. Need to report the number of OSY participating and the number showing proficiency on the rubric.
         1. Students using some materials, but not included in the use of the rubric, should not be reported.
   i. Report individual student progress on *OSY Personal Learning Plans*.
      i. OME asked for average number of steps needed to meet goal and average number of steps completed toward the goal.
         1. States with a large number of students participating may send in a random sample.
   j. Notes on Director/Coordinator Survey (Form 1)-
      i. If states have updated numbers for former years in any categories, submit new

numbers via separate email to Marty and META reports will be corrected.
ii. Any categories left blank need an explanation.
iii. Not required to report *OSY English Language Screener* scores, but is good to include for reports to OME.
iv. Webinar planned for State Directors to explain new *Director/Coordinator Survey*.
k. Please send Training Evaluation forms to Marty as trainings are completed.
l. Options forms are *SASS* and *OSY Learning Plan (Provider Form).*

Goal Setting Facilitation Training – *Emily Hoffman, April Dameron, and Joyce Bishop*
1. *Goal Setting Instructor Guide* presented as tool to lead facilitators along the pathway for the Goal Setting activities.
   a. Contents have been modified from Training of Trainers materials to offer a way to translate materials directly to use with students.
      i. Title will be modified to *Goal Setting Implementation Guide.*
   b. Three sections:
      i. First has four activities:
         1. Discovering our Dreams
         2. My Life Book
         3. The Short Road and the Long Haul
         4. Places Along the Way to a Goal
            a. All activities include options for use with students.
      ii. Second includes Goal Setting Progress Rubric.
      iii. Third has all handouts and forms for copying.
   c. Suggestions from discussion:
      i. Use with parents to determine family goals.
      ii. Tie in with lesson on financial literacy.
      iii. Materials (to include language used – "dreams" vs. "vision" etc.) should be modified to fit each situation, population, and individual student.
      iv. Rapport with students should be emphasized.
   d. Progress Rubric
      i. To be completed by provider away from student as appropriate after use of materials (whether as written in the manual or modified).
      ii. Necessary to meet FII requirements for data reporting.
         1. Requirement is only 54 total OSY from all states. Emphasis should be quality of engagement with the goal setting process and not quantity of students participating.

Work Group Expectations and Assignments
1. Material and Curriculum-
   a. Review and revise Living in America (LIA) current lesson.
   b. Outline LIA lessons for this year.
   c. Set up pilot for LIA/parameters and possible states.
   d. Review the EL resources using the rubric and plan for finalizing document
   e. Discuss need for post-secondary/career awareness piece (pushed to Year 3).
   f. Review of final Mental Health Lesson.
   g. Work with Adult Learning Resource Center (ALRC) to determine lessons to use.

       h. Discuss and disseminate the Mental Health Lessons.
           i. NASDME presentation
       i. FII links:

              i. **1.1 g   Pilot a beginning ESL series of lessons for OSY**

             ii. **1.1.h   Conduct post-secondary and career awareness activities**

2. OSY Learning Plan-
    a. Continue integrating OLP with Goal Setting group.
    b. Revise training and develop any necessary materials based upon TST suggestions.
    c. Discuss dissemination strategy of review and materials.
    d. Select pilot states for summer participation.
    e. Create form for states to collect data.
    f. FII links:
        i. **1.1e Review results from Learning Plan templates**
        ii. **1.2a Update the OSY Learning Plan template**
        iii. **1.2b Work with OSY to complete the Learning Plan**

3. Goal Setting-
    a. Develop pacing guide.
    b. Revise training materials and manual based upon suggestions from TST.
    c. Discuss and review Voice Thread.
    d. FII links:
        i. **1.3a   Convene work groups to plan Goal Setting Workshop (GSW)**
        ii. **1.3 b   Arrange logistics**
        iii. **1.3 c   Train facilitators for GSW**
        iv. **1.3 d   Design a mastery activity**
        v. **1.3 e   Conduct GSWs**

4. Professional Development-
    a. Finalize Module 1.
    b. Plan how to disseminate the PD module.
    c. Begin development of Module 2.
    d. Outline tasks and make assignments.
    e. FII links:
        i. **2.1 b   Provide TA on designing services to OSY through TST work groups**
        ii. **2.1 c   Convene the TST for instructional staff PD material development**
        iii. **2.1 d   Continue creation of materials for certified and non-certified staff**

5. Identification and & Recruitment-
    a. Discuss dissemination strategy of ID&R materials.
    b. Make edits as recommended by TST on professional development video.
    c. Discuss how to continue partnering with IRRC for training (OSY in-the-field training).
    d. Discuss DE.
    e. Assign tasks and deadlines.
    f. FII links:
        i. **2.3 a   Update OSY recruiter skills competency materials**
        ii. **2.3 b   Collaborate/conduct OSY in-the-field recruiter trainer (with IRRC)**
        iii. **2.3 c   Administer OSY recruiter skills competency tools (with IRRC)**

6. OSY Literature Review-
    a. Review relevant research and determine what to include in lit review.
    b. Discuss the format of lit review.
    c. Create dissemination plan of the review and materials.
    d. Discuss any possible tie-in with mental health lessons.

Thursday, April 6, 2017

Call to order 9:00 am
Adjourned 11:35 am

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Agenda

- Training on *OSY Learning Plan*
- Inter-Work Group assignments and conference calls
- Networking and discussion
- Work Group reports
- Dissemination Event planning and organization
- Mentoring pilot
- Future planning
- Meeting dates finalized

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OSY Learning Plan Training Guide Presentation

Work Group – Emily Hoffman (lead), Sarah Braun-Hamilton, Margot Di Salvo, Mike Reho

1. Guide presented to use as final stage of the Goal Setting process or as a stand alone resource.
    a. Hopes/dreams lead to goals. The Learning Plan (LP) helps to create steps to meet those goals.
2. Learning Plan is a living document as goals, deadlines, situations, etc. change.
3. LP was piloted last year and has been modified according to feedback.
4. Data reporting goal is student achieving 50% progress toward LP goal; actual number of steps is not as important as overall opinion of provider that student has achieved at least that percentage.
5. LP should be portable so students may pick up where they left off with MEP in new location.
    a. Students or providers may take photos on mobile device.
    b. MEP staff should communicate as much as possible in order to follow up with OSY and to continue LPs even after a move.
        i. Suggestion to upload LPs to GOSOSY website if possible (on password protected page) to better facilitate sharing among MEPs.

TST Work Group Reports

1. Goal Setting Work Group – *Emily Hoffman (subbing as lead until May 2017)*
   (*Sonja Williams, Carmen Anderico, Joyce Bishop, April Dameron, Jenna Vaccarelli*)

   a. The group will edit and update documents and materials with feedback gathered during TST presentation.
   b. Resource will be available for all states to use via the GOSOSY website by May 1, 2017.

2. Learning Plan Work Group
   (*Emily Hoffman, Sarah Braun-Hamilton, Margot Di Salvo, Mike Reho*)

   a. The group will edit and updated documents and materials with feedback gathered during TST presentation.
   b. Resource will be available for all states to use via the GOSOSY website.

3. ID&R Work Group
   (*Jennifer Almeda, Ray Melecio, Barbie Patch, Pedro Santiago, Deke Showman*)

   a. Prezi presentation was created to accompany the ID&R Tip Sheets on the GOSOSY website.
   b. Field-Based Recruiting Prezi will also be uploaded to GOSOSY website.
   c. 2.3a and 2.3b are complete.
   d. 2.3c ESSA changes taking effect July 1, 2017, so some recruiting questions on the assessment will be updated at that time by IRRC.
      a. GOSOSY will ensure some questions/scenarios include OSY references.

4. Lit Review Work Group
   (*Jessica Castañeda, Susanna Bartee, John Farrell*)

   a. The *GOSOSY Lit Review* will focus on Adverse Childhood Experiences (ACEs).
      i. Research continues.
      ii. Deadline is 5/30/17.

5. Professional Development Work Group
   (*Joan Geraci and Kiowa Rogers, Lysandra Alexander, Olilia Coffta, Sabrina Rivera-Pineda*)

   a. Suggestions from February TST were incorporated into updated Module 1.
      i. Was presented to SST in March and well received.
      ii. Module 1 will be uploaded to Professional Development page of GOSOSY website.
   b. Future module topics:
      i. Introduction to Working with OSY mini module: (using the *OSY Student Profile* to identify needs and develop your lesson, Maslow's hierarchy, best practice, general teaching strategies and tips)

   ii. Identifying and Addressing the Educational Needs of OSY: Working with Language Learners

   iii. Identifying and Addressing the Educational Needs of OSY: Working with Various Learning Styles

   iv. Identifying and Addressing the Educational Needs of OSY: Working One on One and Small Group Instruction

   v. Identifying and Addressing the Educational Needs of OSY: Different Academic Backgrounds

6. <u>Materials and Curriculum Work Group</u>
(<u>*Chris Norton and Brenda Pessin*</u>*, Peggy Haveard*)

 a. Group is currently reviewing approximately 25 online sites/apps (free or low-cost) for ESL resources and materials.

 b. Mental Health Lessons presented:

  i. Each lesson has "A message for instructors" written by a mental health professional.

  ii. Final versions of four of five lessons are ready for NASDME presentation:

   1. *Let's Talk About Alcoholism*

   2. *Let's Talk About Depression*

   3. *Let's Talk About Anxiety*

   4. *Let's Talk About Mental Health*

   5. (*Let's Talk About Stress* will be ready in Fall 2017.)

  iii. Once *Stress* lesson is completed, all lessons will be compiled in one full-color packet.

 c. *Living in America* – "Using Money" lesson review update:

  i. Lesson A (vocabulary) has been updated in draft form.

  ii. Lesson B (application of information) will be updated.

  iii. Ten total lessons are slated for review and update.

<u>Networking and Discussion</u>– *facilitated by Sarah-Braun Hamilton*

1. How do you plan to incorporate Goal Setting Workshops/Learning Plans in your state programs and how will you market those tools to your OSY?

 a. VT - Have the materials initially presented at time of recruitment.

2. What are you planning for summer programming?

 a. VT – Host a one-time Goal Setting Workshop during summer.

<u>Mentoring Pilot Project Update</u>

1. States participating: AL, KY, IL, MA, IA

 a. Each state will have a different model.

  i. NE uses mentoring materials as part of welcome and initial interaction with student.

<u>2018 Dissemination Event Planning</u>

 1. States on committee – FL, IL, KS, KY, MA, NE, NJ, NC, TN

2. Event will occur at Clearwater, FL Hilton September 18-20, 2018.
3. IRRC has Sept. 18-19 for presentations.
4. GOSOSY has Sept. 19-20 for presentations.
   a. PI Consortium will offer some presentations throughout both events.
5. There will be one registration process through Fort Scott Community College for members of all three consortiums.
6. Previous attendance has been more than 250 total (from within the consortium as well as guests) with representation from almost every state.
7. Discussion points for planning committee:
   a. Record and archive sessions.
   b. Maintain pre-loaded thumb drives with all presentation materials (using same template).
   c. OSY attendees may:
      i. Attend sessions focused on materials with which they are familiar/have used.
      ii. Attend sessions with GOSOSY reps to brainstorm about what to include on Student Page of GOSOSY website.
      iii. Attend an "OSY Café" for their own networking.
      iv. Attend a Goal Setting Workshop session.
   d. OSY Panel may:
      i. Decrease to fewer students (three was common number).
      ii. Be spread across several different sessions instead of just at closing session.
      iii. Include individual service providers for each student to feel more comfortable and confident on stage.
      iv. Include questions submitted by attendees at registration.
      v. Host a "mock panel" for OSY and facilitator to practice.
   e. Networking ideas:
      i. Have self-selected stickers on nametags to denote professional position, state, guest, etc.
      ii. Provide box lunch/breakfast and offer different room(s)/space(s) for different topics to discuss while eating.

Upcoming Meeting Dates
Fall 2017 – Nov 8-9, Louisville, KS
Spring 2018 – April 11-12, Saratoga, NY
SST will meet prior to IMEC Symposium in Clearwater, FL, on October 18, 2017, from 9 am – 12 pm.