

Wisconsin Migrant Education Program (MEP) Regional Coordinator Roles and Responsibilities



What is a Regional Coordinator?

A regional coordinator is an educational agency responsible for providing summer programming to eligible migratory students that includes academic services for reading and math, credit recovery for secondary students, referrals for community services, and family engagement. The regional coordinator serves as the fiscal agent of Title I, Part C funds and works closely with the state MEP staff at the Department of Public Instruction (DPI) to ensure the best program is delivered to migratory students.

What is a MEP Region?

The MEP regions are clustered around where the highest number of identified eligible students reside. Wisconsin has not outlined specific boundaries for the regions, but each regional coordinator is expected to conduct outreach and liaison activities in order to serve as many students as possible within their geographic area. The DPI MEP team provides data and other support to regional coordinators to identify those areas where migratory students reside, and to develop strategies for coordinating services in the region to best serve those students.



Serving all Migratory Students in the Region

It is the role of the regional coordinator to serve as many students as possible within their region.



Fulfilling this role requires a high level of commitment to serving all migratory students in the region, the ability to coordinate with multiple educational entities and staff, and problem-solving strategies to develop unique approaches to provide educational services. Coordinating the right program will look differently in every region. For example, one region might operate multiple program sites. Each site could have its own teachers and staff, but all would be hired and overseen by the regional coordinator. Another option is to provide transportation for students to come to one program site from surrounding areas. A region might also hire an itinerant teacher to visit multiple sites throughout the region. The itinerant teacher model has worked well to meet the needs of secondary students, so even regions with one site might consider this option to optimize services to those students. Each regional program can make the determination of how to best serve students in their region, including possibly combining different models. The DPI MEP team can provide support and consultation in designing the best model, and funding is available to cover transportation costs where needed.

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Regional Coordinators are expected to:

- Design educational programming for the regional summer migrant program that aligns with the Measurable Program Outcomes and strategies identified in the State's Service Delivery Plan
- Coordinate hiring and supervision of summer program staff
- Meet the grant requirements outlined in the grant guidelines
- Serve secondary students and out of school youth (OSY), which includes students up to age 22 who have not yet graduated
- Provide family engagement opportunities to increase parent capacity to support their child's education
- Serve preschool students, or collaborate with community partners to serve preschool students
- Conduct pre/post assessments (assessment tools are chosen by the regional coordinator) to measure student progress
- Fulfill requirements for data collection and program evaluation
- Provide feedback to the DPI MEP team regarding program needs and continuous improvement
- Network and collaborate with other regional coordinators
- Collaborate with community partners for referrals and services
- Work with state recruiters for outreach and family liaison activities
- Attend trainings and professional development
- Commit to continually improving program outcomes
- Complete annual grant and budget applications



2018-21 Service Delivery Plan: https://dpi.wi.gov/sites/default/files/imce/migrant/2018-2021_WI_MEP_Service_Delivery_Plan.pdf

