



Spring 2006
Washington State Migrant Education

PASS PROGRAM

BREAKING NEWS

Graduating Seniors – Deadline for Spring Credit

Are you ready for graduation? So that earned credit may be documented prior to Spring graduation, **senior students must be enrolled in PASS courses by April 15**. Please mail tests to SEMY no later than seven work days before the Spring transcript is needed. Tests are scored at SEMY within 1-2 working days of receipt. PASS staff will score faxed tests with advance approval only. Test scores are available online at www.semy.org immediately upon scoring.

Monitoring Progress

Review the PASS Detailed Activity Report available at www.semy.org at your earliest convenience and evaluate your next course of action for students who may:

- not be on track to PASS the course within 195 days;
- have slowed progress significantly;
- have quit the course without dropping from it (in this case, drop the student using Form C). When a student is dropped, they earn partial credit for the units completed successfully (60% or above).
- have moved and need to be 'relocated (use Form C)' to another school for continuation of PASS;
- need to be linked to a summer program to complete units.
- call our toll free PASS HELP desk at 888-727-7123 with questions.

Testing Tips

Help students succeed the first time they test. Test retakes should not become the norm. Recommended procedure is: Test students in sequence of units 1-5. Submit one test at a time. Review the test results emailed to you from the PASS Testing Center or go online to view grades. Analyze the recently graded unit score and determine whether a retake is necessary prior to submitting a subsequent unit test.

Coming Soon – Students Test On-line in PASS

With a Contact Person's help to login to a testing site, PASS students will soon be able to test online and submit answers for immediate grade results. Online PASS testing is being piloted with an anticipated Fall 2006 release. By 2008, our goal is for all PASS students to take unit tests online. We will be shipping paper tests only to schools which do not have easy access to computers and Internet. Stay tuned for more information this fall.

[See reverse for information on summer program preparation.](#)

Migrant Education – Harvest of Hope



Schedule Summer PASS Students Now

Migrant Program funding for PASS summer programs is driven, in part, by the number of PASS units successfully completed during the previous summer.

A successful strategy for **increasing your summer completion rate** is to involve the students in selecting the PASS course and start the course in the spring so they can experience success **prior to summer**. Communicate openly with the students and summer Contact Person prior to summer enrollment.

Set up the summer schedule to accommodate the student's need and monitor summer progress according to PASS guidelines.

To view planning worksheets for use in preparation of summer grant application, go to: www.semy.org. You may also request technical assistance from SEMY staff or your nearby Migrant Education Regional Office (MERO).

The Bulk Pre-Shipment Process for Summer

Two weeks prior to the first class of summer school, fax PASS Form G (from www.semy.org) to SEMY for bulk shipment of migrant student courses.

You will receive and maintain inventory on all course materials requested.

As you select a course for each migrant student and provide materials from your bulk supply, submit completed PASS Form B-2 to formally enroll the student. Without this, SEMY will not score unit tests. Remember: A migrant student should only be enrolled in what you think he/she can achieve in summer. Pace your students.

Within 30 days of your last day of summer school (or preferably before summer school ends), return at your expense unused bulk pre-shipment materials to SEMY for re-stocking. No restocking fee will be assessed.

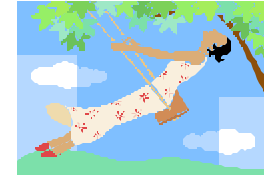
Helping You Succeed

Training for new staff serving migrant students is available at no cost. Just call 1-888-727-7123 to schedule.

PASS reference materials can be printed directly from www.semy.org.

A SEMY Program Facilitator may visit your summer classroom by appointment to learn about and share success strategies.

Summer Tips



To obtain a student's unit test grade, you will need a password for the PASS Database. This is sent to you by mail shortly after you submit PASS Form A to become a Contact Person. Existing contact persons without a password may submit PASS Form H to receive one.

Some science lab experiments for the Integrated Science courses require two or more weeks to complete.

In the final week of summer school, find out where students expect to enroll in Fall.

If the student will remain in your district, transfer course materials to the PASS Contact Person for the regular school year and alert the PASS program to the change of contact person.

If the student will enroll in a different district, complete PASS Form C to drop the student and mail the completed Form C with unused course materials to SEMY. We'll help to ensure that your student has the opportunity to continue work on the course from his/her new location.

The PASS database and forms are available at www.semy.org. Forms may be faxed to (509) 836-7530.