Talking Points for Recruiting NAC Members (Reference)

You may want to use these talking points to help engage potential members in considering membership in the NAC. (Replace *bracketed text* with relevant details for your state.)

PURPOSE: The [***State name***] Department of Education is conducting a statewide Comprehensive Needs Assessment (CNA) of its Migrant Education Program (MEP) (Title I, Part C). The CNA will identify the unique educational needs of migratory children and youth to inform State MEP planning to ensure that these children are provided “an opportunity to meet the same challenging State academic standards that all children are expected to meet.” (ESEA, Title I, Part C, Sec. 1306).

NEEDS ASSESSMENT COMMITTEE (NAC): The CNA process will be guided by a NAC, a group of stakeholders who serve migratory children and youth and can provide advice on ways to meet their needs. Members of [***State name***]’s NAC will include [***fill* *in* *categories* *from* *your* *nominations* *matrix,* *e.g.,* *MEP* *coordinators* *and* *staff,* *parents,* *reading* *specialists***].

PERSONAL INVITATION: You have been nominated to serve as a NAC member and [***Name of MEP* *Director***] is calling/emailing to confirm your willingness and availability to serve on this committee.

(Note: If appropriate, mention the contact who recommended the nominee and whyhe/she was recommended, e.g., the experience, perspective, or expertise the nominee will bring to the NAC).

The final selection will be made by the [***State name***] Department of Education, confirmed with a formal letter of invitation.

COMMITMENT: The NAC will meet [***indicate frequency of meetings, include meeting purpose, dates, and locations, if possible***].

* Specify expectations for tasks to be accomplished between meetings or participation on work groups.
* Ask the nominee to commit to attending all meetings (to ensure continuity).
* Explain whether NAC members will receive compensation and what level of travel support they will receive to attend meetings.

CLOSURE: Reinforce how much the nominee’s participation will be valued and what an important role he/she will play in improving educational outcomes for the state’s migratory children. You might note that NAC members will also gain by learning from colleagues in other agencies who have an interest in serving migratory children.