

# Tennessee Migrant Education Program Occupational Survey FAQ



## 1. What is the Occupational Survey?

The Occupational Survey is a tool that Tennessee uses to meet our state requirements and correctly identify and recruit all eligible migrant children residing in Tennessee. The 3-question survey is given to all students.

## 2. May the Occupational Survey be included in a packet of information provided to new students?

Yes. This would be an efficient method for assuring that all new students receive the survey. Monitoring teams from the state may ask to see the information packet given to students new to the district in order to confirm that the survey has been distributed.

## 3. To whom do I send completed surveys?

All surveys with at least one “yes” answer should be sent to the District Migrant Liaison and uploaded to the TNMigrant secure server site ([tn.msedd.com](http://tn.msedd.com)) upon receipt.

## 4. Do I have to keep a copy of the completed survey in the student’s file?

Yes. Completed Occupational Surveys (both surveys with **Yes** and **No** answers) must be kept in the student cumulative file at the school or in a file in a centralized location, such as the district office. Each year the previous school year Occupational Survey will be replaced in the cumulative folder with survey for the current school year. At all times there should be an Occupational Survey in each student's cumulative file and these will be verified during state monitoring team visits.

## 5. What if the parent does not want to complete the survey?

Ultimately, as with any survey, the parent may make the decision not to complete and return the information. It is possible that out of fear or lack of understanding of how the information provided may be used, a parent may be reluctant to provide information. Every effort should be made to collect completed surveys for the purposes of identifying potential migrant students and assisting the state in its compliance with ESSA responsibilities. If the Occupational Survey is not returned within 10 business days, the district should reach out to the family to see if they need translation or interpretation services. If the family does not complete or marks N/A, the district should note the date the family was contacted for support and a district employee should initial and date the form before placing in the cumulative folder.

## 6. Can the Occupational Survey be completed online?

Yes. If your district uses an online system for student enrollment and registration, you may add the Occupation Survey to your online platform and ask parents to complete the survey online.

If you have questions, contact:

Denise Rocha  
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Conexión Américas  
[Denise@conexionamericas.org](mailto:Denise@conexionamericas.org)  
615-924-1497

Jan Lanier  
Director of English Learner, Immigrant, and Migrant  
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# Tennessee Migrant Education Program – Occupational Survey

Your child may qualify to receive **free** educational services. Please answer the following questions to help us determine their eligibility. Once completed, return this form to the school.

STUDENT FIRST NAME:	STUDENT LAST NAME:	DATE:
SCHOOL:		GRADE:
PARENT/GUARDIAN NAME:		

1) In the past three years, have your children moved to another city, state, and/or country?

Yes                      No

2) Do you or anyone in your immediate family currently work or have worked (in the past three years) in any of the following occupations?

Yes                      No

a. If yes, please circle all that apply:



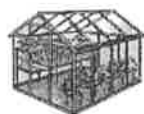
**Processing & Packing**  
(fruit, vegetables, chicken, eggs, pork, beef, etc.)



**Agriculture/Field Work**  
(planting, picking, and sorting crops; soil preparation; irrigation; fumigation; etc.)



**Dairy/Cattle Raising**  
(feeding, milking, rounding up, etc.)



**Nursery/Greenhouse**  
(planting, potting, pruning, watering, etc.)



**Forestry**  
(soil preparation, planting, growing, cutting trees, etc.)



**Fishing/Fish Processing**  
(catching, sorting, packing, transporting fish, etc.)

*If you answered "yes" to the questions above, please continue. Otherwise, your form is complete.*

3) How long have you been in this county in Tennessee?

WEEKS:	MONTHS:	YEARS:
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HOME ADDRESS:		
CITY:	STATE:	ZIP:
TELEPHONE (WITH AREA CODE):		

**For school use only:** If questions 1 and 2 are "yes," please send the survey to your district migrant liaison. If you have questions, call (931) 212-9539 to speak with the Tennessee Migrant Education Program.

School District:	Student State ID:	Enrollment Date:
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## Programa de Educación Migrante en Tennessee – Encuesta de Ocupación

Sus hijos pueden ser elegibles para recibir servicios educativos **GRATUITOS**. Por favor, conteste las siguientes preguntas para determinar si califica y regrese esta encuesta a la escuela.

Nombre del Estudiante: (Apellidos, Nombre)	Grado:	Fecha:
Nombre del Padre / Guardián:	Escuela:	

1. ¿En los últimos 3 años su familia se ha mudado a otra ciudad, condado o estado, para trabajar en la agricultura o pesca?      Sí       No
2. ¿Usted o alguien en su familia ha trabajado en alguna de las actividades mencionadas abajo?      Sí       No   
(indique que actividad)

**Procesamiento/Empaque de alimentos y carnes**



Vegetales y carne de res, pollo, cerdo, etc.

**Trabajo de campo / Agricultura**



Sembrar, plantar, pizar, cosechar, empaacar, sortear (tomates, fresas, algodón) preparación de la tierra, irrigación, fumigación, etc.

**Lechería / Ganadería**



Ordeñar, alimentar, acorralar, etc.

**Vivero/ Invernadero**



Sembrar, cultiva, plantar flores, plantas, etc.

**Trabajo Forestal**

Sembrar, plantar, cultivar, cosechar árboles. etc.



**Pesca/ Procesamiento de Pescado**



Sortear, empaacar, pescado o mariscos, etc.

3. Si su actual trabajo no es en la agricultura o la pesca, ¿Ha trabajado usted o algún miembro de su familia es este tipo de actividades, durante los últimos 3 años?      Sí       No

¿Dónde? Ciudad \_\_\_\_\_ Estado \_\_\_\_\_

**Si respondió "Sí" a alguna de las 3 preguntas anteriores, responda las siguientes preguntas.**

¿Cuánto tiempo lleva en este condado en Tennessee?      ___ Semanas      ___ Meses      ___ Años		
Domicilio	Ciudad	Estado
Código Postal		
Número de teléfono, incluya el código de área.      (      )		
<b>For school use only:</b> Please send all surveys with at least one "YES" response to your district migrant liaison. All qualifying surveys should be uploaded to the TNMigrant site. Please notify the MEP that new surveys have been uploaded. Questions? Call (931)212-9539		
<b>SCHOOL DISTRICT:</b>	<b>STUDENT STATE ID:</b>	<b>ENROLLMENT DATE:</b>