

# New Directors' Orientation Opening Session – Welcome, Introductions, Meeting Overview

*Tara Ramsey, Director, Office of Migrant Education*

*Millie Bentley-Memon, Ph.D., Group Leader, HEP and CAMP*



The mission of the Office of Migrant Education is to provide excellent leadership, technical assistance, and financial support to improve the educational opportunities and academic success of migratory children, youth, agricultural workers, fishers, and their families.

**2024** **OFFICE OF MIGRANT EDUCATION**  
**HEP and CAMP New**  
**Directors' Orientation**





Welcome and  
Congratulations!

- **57 YEARS of HEP**
- **52 YEARS of CAMP**



## OME HEP CAMP Team

- **Millie Bentley-Memon, Ph.D.,  
Group Leader**
- **Dylan Hart-Medina, Team Lead,  
Program Officer**
- **Katrina Ballard, Data and  
Evaluation Subject Matter  
Expert**
- **Jessica Stein, Program Officer**





# ICE-BREAKER

**Which region of the U.S. is your project located in?**

**(Stand up and shout out your State or put it in ALL CAPS in the Teams chat.)**

- A. East
- B. South
- C. Central
- D. West

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In-person and virtual participants. Virtual participants – Please mute your mics!

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Questions – in-person (please use a microphone!), via online chat, via online meeting form

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Facilities – See map or ask LPE representatives at the registration desk for any questions.

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Restaurants – See list in online registration portal.

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Meeting handouts and information – available online in registration portal

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Location – Please remain on the 10<sup>th</sup> floor of the building and travel in groups with OME escorts up and down the elevators.

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Program Officer meetings (Wednesday and Thursday, July 17-18): rooms *10418 and 10419*

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Resource Fair (Thursday, July 18): rooms 10418 and 10419, hallway

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# MEETING OVERVIEW: LOGISTICS

# NDO & ADM Day One

## Tuesday, July 16

- Opening Session
- OME Presentation – Foundations of HEP and CAMP
- Panel Discussion on Launching Your Project
- Lunch
- ADM Registration and informal meet and greet
- Keynote Speaker
- ADM Opening Session
- Student Speaker
- Closing Remarks





# ADM Day Two

## Wednesday, July 17

- Meet Your Program Officers
- Student Speakers
- CAMP Summer Interns Introduction
- 2023 HEP and CAMP Results
- Lunch
- Presentations and Small Group Discussions – Mental Health
- Keynote Speaker
- National HEP CAMP Association Meeting – See the Association for the agenda and more information.



# ADM Day Three

## Thursday, July 18

- Meet Your Program Officers
- Workshop on Evaluation
- Keynote Speaker on the Department's Multilingual Initiatives
- Mentoring Initiative Meeting, Resource Fair, and Informal Networking
- Lunch
- OME Session on Managing and Implementing Your Budget
- Open Forum Q and A
- Closing Remarks and Group Photo



# HEP and CAMP Administration Seasons



## Summer

- Prepare for any budget revisions.
- Review grant award notifications and any grant award conditions.



## Fall

- Submit any budget revisions.
- View Annual Performance Report Webinar & participate in Office Hours.
- Submit Annual Performance Report on Thursday, October 17, 2024.

# HEP and CAMP Administration Seasons



## Winter

- If applicable: View Interim Performance Report Webinar & participate in Office Hours.
- If applicable: Submit Interim Performance Report on February 6, 2025.



## Spring

- No substantial progress letters sent.
- Large available balance letters sent.
- New grant & continuation awards made.
- No-cost extensions requests for Year 5 grantees received.

# HEP AND CAMP DRAFT NEW DIRECTORS' GUIDE

OME would appreciate your input on the draft New Directors' Guide.

You are welcome to complete this survey and/or to provide any input to Jessica Stein ([Jessica.Stein@ed.gov](mailto:Jessica.Stein@ed.gov)).

**Link:** <https://forms.office.com/g/G3eHvdEHUt>

Survey - New Directors Guide for  
the HEP and CAMP



# QUESTIONS

Please feel free to raise your hand in person or virtually.

You may also enter your question(s) into this form. Office of Migrant Education staff will review and respond throughout the NDO and ADM.

**Link:** <https://forms.office.com/g/4TT7Rd6idM>

2024 NDO and ADM Question  
Submission Form



# THANK YOU!!!

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<https://oese.ed.gov/offices/office-of-migrant-education/>

