



**STATE OF SOUTH CAROLINA**  
**DEPARTMENT OF EDUCATION**

**MOLLY M. SPEARMAN**  
*STATE SUPERINTENDENT OF EDUCATION*

**MEMORANDUM**

**TO:** District Superintendents  
ESEA Title I, Part C Migrant Education Coordinators  
McKinney-Vento Homeless Liaisons  
ESEA Title III MLP Coordinators  
Principals

**FROM:** Dr. Sarah Longshore  
Director, Office of Federal and State Accountability

**DATE:** February 1, 2022

**RE:** Enrollment Survey

The COVID-19 pandemic has compounded the need for effective identification of diverse student subgroups such as migratory students, students experiencing homelessness, multilingual learners (MLs), and immigrant children and youth. Identification is an imperative first step to increasing access to educational opportunities and providing appropriate services and wrap-around supports for such students.

In accordance with Title I, Part C §1308(b), Title I, Part A §1112(e)(3), and Title IX, Part A of the Elementary and Secondary Education Act (ESEA) of 1965, as amended, districts must identify migratory, multilingual learner, and immigrant children and youth, as well as students experiencing homelessness, respectively. To strengthen pre-existing identification processes, the Diversity, Inclusion, and Access (DIA) team within the Office of Federal and State Accountability (OFSA) convened with district stakeholders to develop a consolidated Enrollment Survey (ES). The purpose of the ES is to streamline identification processes for three federal programs above.

During the current school year, the DIA team has been collaborating with five pilot districts to effectively implement and improve the ES. Looking ahead to the 2022–23 school year, the ES must be embedded with all districts' enrollment processes, including online registration. Translations of the ES in the state's top ten home languages will be provided to all districts.

The DIA team has created the attached documents to assist in the effective implementation of the ES:

- Enrollment Survey Guidelines,
- Enrollment Survey Administration Flowchart, and
- Enrollment Survey Amendment Form.

To provide professional learning opportunities regarding the ES, the DIA team will host a Blitz Week February 7–11, 2022. During the Blitz Week, federal program coordinators and additional district staff will receive daily communication regarding components of the ES. Additionally, email addresses may be [registered](#) to receive daily communication during the ES Blitz Week. The DIA team will provide future professional learning and technical assistance opportunities.

For additional information or questions, please contact Zach Taylor, [ZTaylor@ed.sc.gov](mailto:ZTaylor@ed.sc.gov), in the Office of Federal and State Accountability.