



# Migrant Education Program (MEP) Overview

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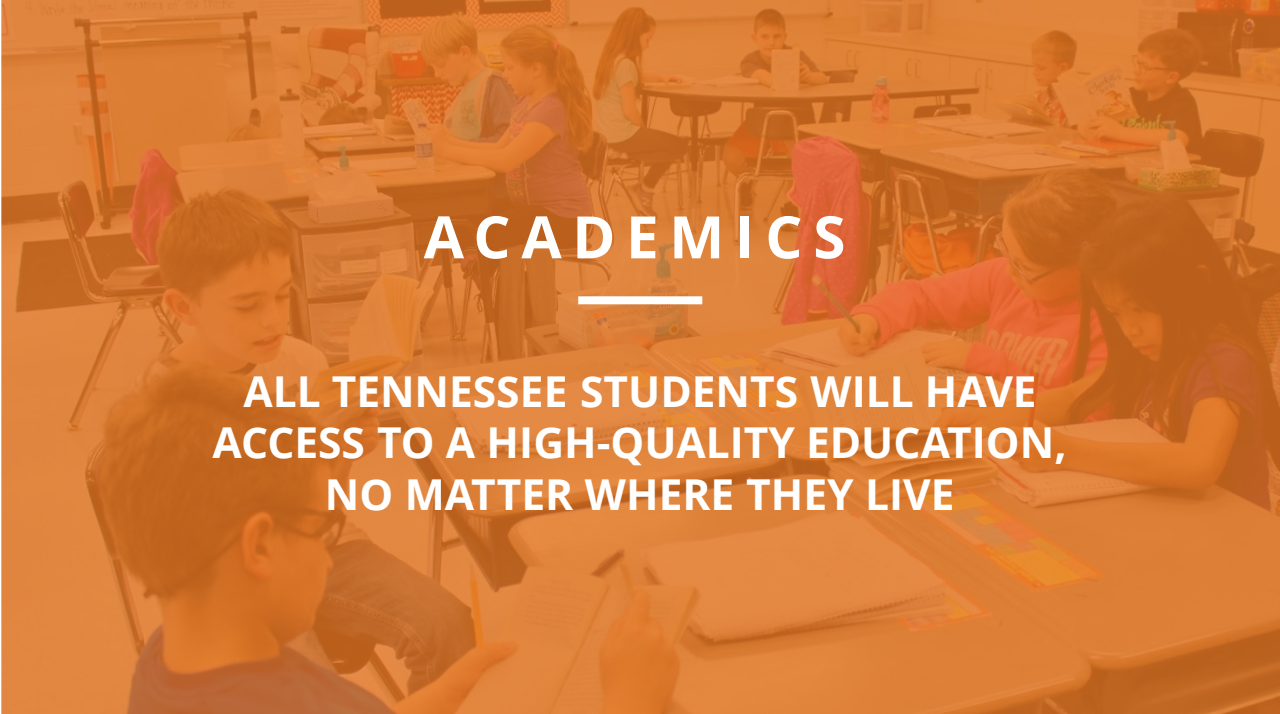






# BEST FOR ALL

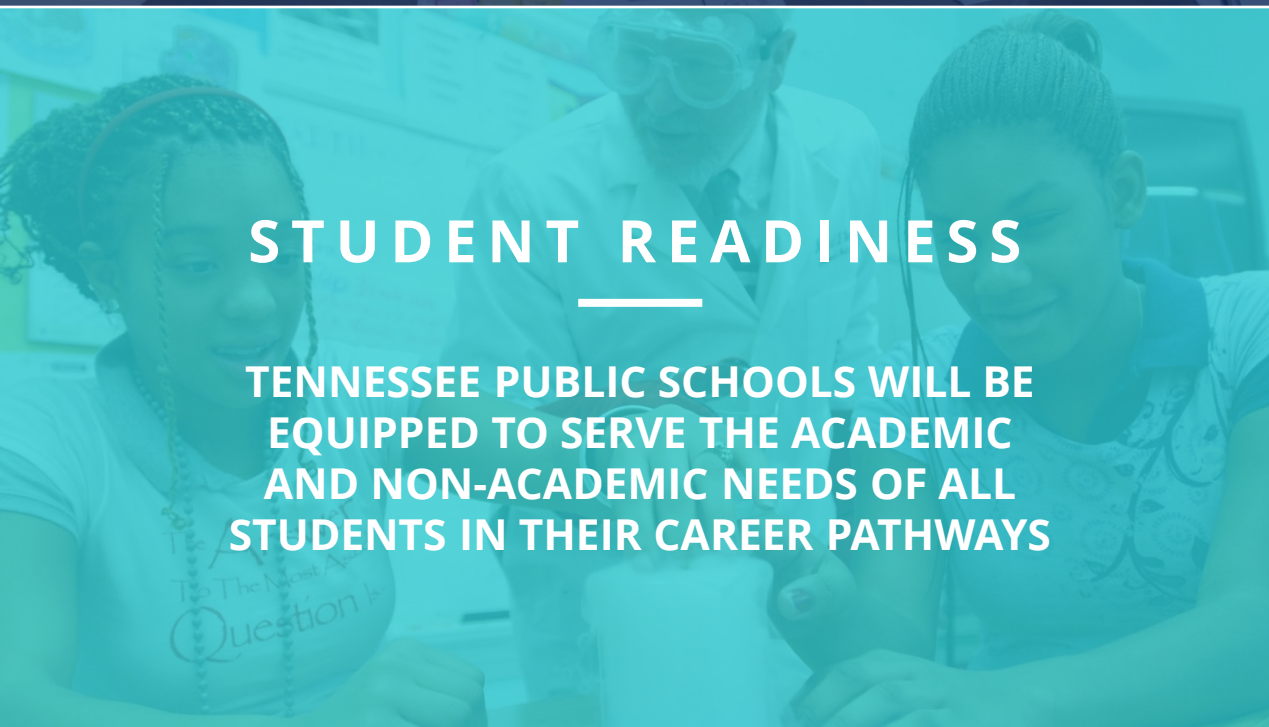
We will set all students on a path to success.



## ACADEMICS

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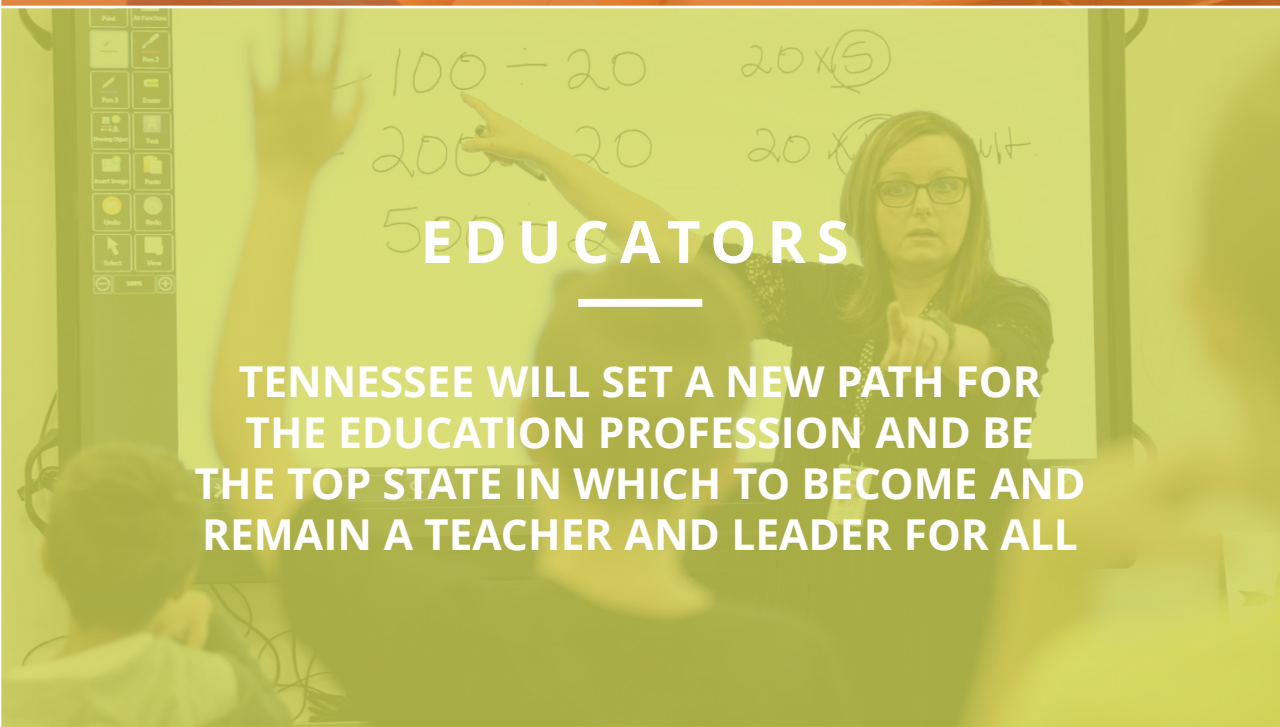
ALL TENNESSEE STUDENTS WILL HAVE ACCESS TO A HIGH-QUALITY EDUCATION, NO MATTER WHERE THEY LIVE



## STUDENT READINESS

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TENNESSEE PUBLIC SCHOOLS WILL BE EQUIPPED TO SERVE THE ACADEMIC AND NON-ACADEMIC NEEDS OF ALL STUDENTS IN THEIR CAREER PATHWAYS



## EDUCATORS

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TENNESSEE WILL SET A NEW PATH FOR THE EDUCATION PROFESSION AND BE THE TOP STATE IN WHICH TO BECOME AND REMAIN A TEACHER AND LEADER FOR ALL



# Agenda

- Welcome
- Where We've Been and Where We're Going...
- Program Purpose & Overview
- Program Eligibility
- Identification and Recruitment (ID&R)
- MEP Services
- MEP Responsibilities
- Resources





# Norms and Expectations

- Take calls and necessary phone communications outside of the session room.
- Remain engaged.
- Visit a team member at the registration table if you have questions about the conference.
- All session slide decks are available in ePlan > TDOE Resources > Federal Programs and Oversight (FPO) > Federal Programs Professional Development > 2022 ESSA/ESSER Conference.



**Welcome**



# Welcome!

- Presenter introductions
- Quick room survey: How long have you been involved with MEP?
  - Less than 1 year
  - 1-2 years
  - 2-5 years
  - 6-9 years
  - 10+ years



# Where We've Been and Where We're Going...



# Where We've Been and Where We're Going...

**2016-2021:** Contract all MEP services and requirements to Conexión Américas

**July 2021:** New contract for ID&R and data services is awarded to Arroyo Research Services (ARS)

**2021-22:** First year of local education agency (LEA) implementation of Title I-C grant

**Spring 2022:** ARS assumes responsibilities and services for Pre-K and Out-of-School youth (OSY) students

**Summer 2022:** ARS provides summer services for some unfunded LEAs

**2022-23:** Second year of LEA implementation of Title I-C grant



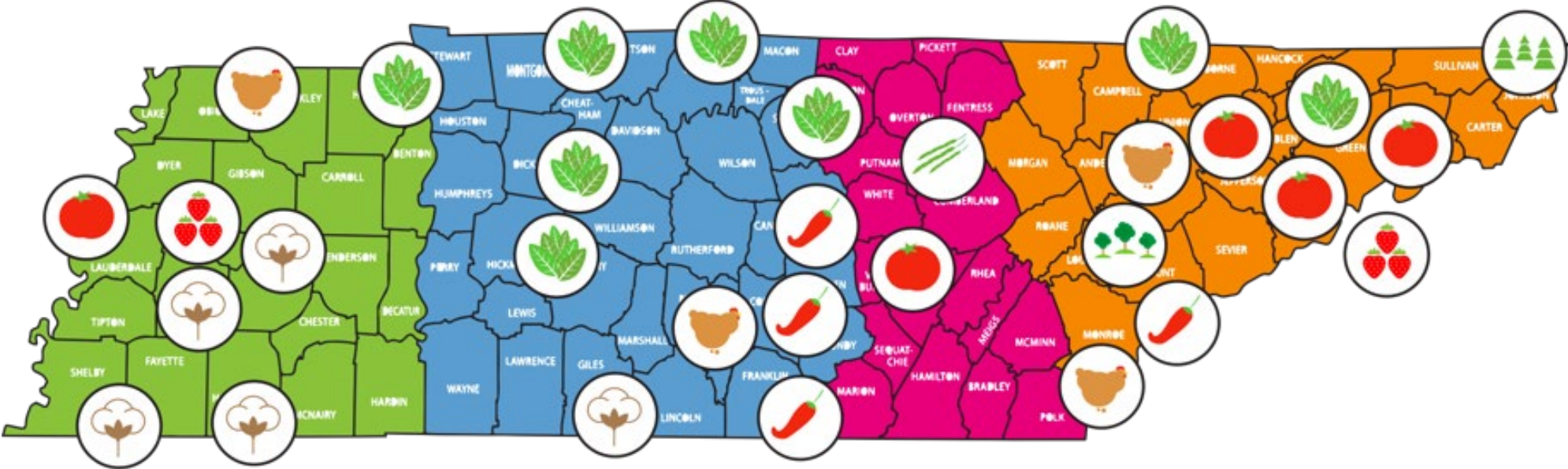
# Where We've Been and Where We're Going...

Program Requirement	Organization Responsible
Identification and Recruitment (ID&R)	ARS (in collaboration with LEAs)
Data Collection and Reporting	ARS (in collaboration with LEAs)
K-12 Educational and Support Services	LEAs
Services to PreK and OSY Students	ARS





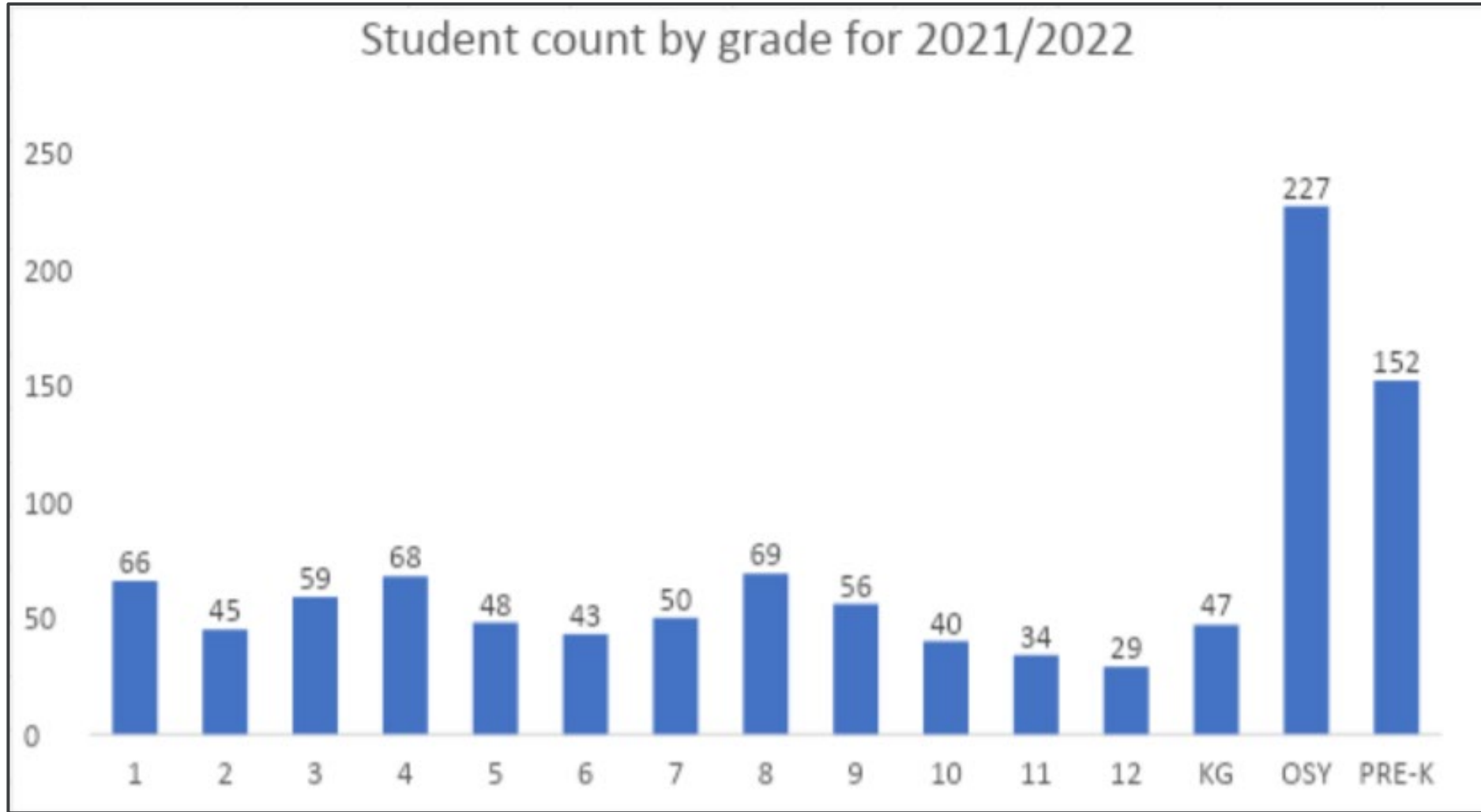
# TN Migratory Population



Christmas Trees		Poultry		Tomatoes	
Strawberries		Beans		Tobacco	
Peppers		Cotton		Nursery Trees	



# Number of Students by Grade





# Location of Migratory Students





# Number of Migratory Students in Key LEAs

LEA Name	No. of Students
Hamblen County	148
Rhea County	134
Bledsoe County	116
Davidson County	103
Shelby County	53
Knox County	45
Loudon County	44
Grainger County	42
Cocke County	34
Bradley County	24

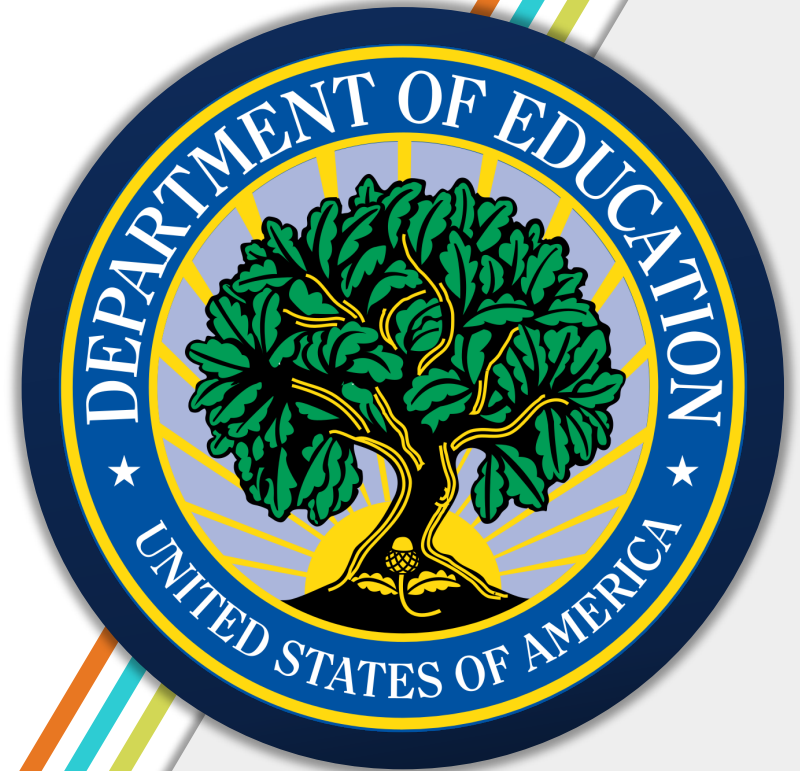


# Program Purpose & Overview



# MEP Overview

- Title I, Part C of the Elementary and Secondary Education Act (ESEA) is the Migrant Education Program (MEP).
- The MEP is funded by the U.S. Department of Education (ED) and administered by the Tennessee Department of Education (department).
- The department distributes funds to local education agencies (LEAs) across the state and to Arroyo Research Services (ARS) in order to identify, recruit, and serve the eligible migratory children and youth in the state.



# MEP Purpose

- The MEP aims to ensure that all migratory children and youth reach challenging academic standards and graduate with a high school diploma (or equivalent) that prepares them for responsible citizenship, further learning, and productive employment.





# Program Eligibility



# MEP Eligibility

- Must meet MEP Eligibility Factors (each move is unique!)
- Each migratory child/youth must have a **Certificate of Eligibility (COE)** signed by the department to receive services.

Tennessee /County Name _____ COE # _____ Home Language _____ National Certificate of Eligibility Migrant Education Program										
<b>I. FAMILY DATA</b>										
Parent/Guardian 1: Last Name _____ First Name _____					Parent/Guardian 2: Last Name _____ First Name _____					
Current Address: _____					City _____		State _____	Zip _____	Telephone _____	
<b>II. CHILD DATA</b>										
Last Name(s)	First Name	Middle Name	Grade	Race	Sex	Birth Date	Birth Place City, State, Country	MB	Code	Residency Date
1.										
2.										
3.										
4.										
5.										
<b>III. QUALIFYING MOVES &amp; WORK</b>						<b>IV. COMMENTS (Must include 2bi, 4a, 4b, 5, 6a and 6b of the Qualifying Moves &amp; Work Section, if applicable.)</b>				
<p>1. The child(ren) listed on this form moved due to economic necessity from a residence in _____ School district / _____ City / _____ State / _____ Country to a residence in _____ School district / _____ City / _____ State _____.</p> <p>2. The child(ren) moved (complete both a. and b.):</p> <p>a. <input type="checkbox"/> as the worker, OR <input type="checkbox"/> with the worker, OR <input type="checkbox"/> to join or precede the worker.</p> <p>b. The worker, _____ First Name and Last Name of Worker _____, is <input type="checkbox"/> the child or the child's <input type="checkbox"/> parent/guardian <input type="checkbox"/> spouse.</p> <p>i. (Complete if "to join or precede" is checked in 2a.) The child(ren) moved on _____ MM/DD/YY _____. The worker moved on _____ MM/DD/YY _____. (provide comment)</p> <p>3. The Qualifying Arrival Date was _____ MM/DD/YY _____. </p> <p>4. The worker moved due to economic necessity on _____ MM/DD/YY _____ from a residence in _____ School district / _____ City / _____ State / _____ Country to a residence in _____ School district / _____ City / _____ State _____, and:</p> <p>a. <input type="checkbox"/> engaged in new qualifying work soon after the move (provide comment if worker engaged more than 60 days after the move); OR</p> <p>b. <input type="checkbox"/> actively sought new qualifying work, AND has a recent history of moves for qualifying work (provide comment)</p> <p>5. The qualifying work, * _____ describes agricultural or fishing work _____, was (make a selection in both a. and b.):</p> <p>a. <input type="checkbox"/> seasonal OR <input type="checkbox"/> temporary employment <input type="checkbox"/> agricultural OR <input type="checkbox"/> fishing work</p> <p>b. <input type="checkbox"/> personal subsistence (provide comment)</p> <p>6. (Complete if "temporary" is checked in #5a) The work was determined to be temporary employment based on:</p> <p>a. <input type="checkbox"/> worker's statement (provide comment), OR</p> <p>b. <input type="checkbox"/> employer's statement (provide comment), OR</p> <p>c. <input type="checkbox"/> State documentation for _____ Employer _____.</p>						<p><b>V. INTERVIEWEE SIGNATURE</b></p> <p>I understand the purpose of this form is to help the State determine if the child(ren)/youth listed on this form is/are eligible for the Title I, Part C, Migrant Education Program. To the best of my knowledge, all of the information I provided to the interviewer is true.</p> <p>Signature _____ Relationship to the child(ren) _____ Date _____</p> <p><b>VI. ELIGIBILITY DATA CERTIFICATION</b></p> <p>I certify that based on the information provided to me, which in all relevant aspects is reflected above, I am satisfied that these children are migratory children as defined in 20 U.S.C. 6399 and implementing regulations, and thus eligible as such for MEP services. I hereby certify that, to the best of my knowledge, the information is true, reliable, and valid and I understand that any false statement provided herein that I have made is subject to fine or imprisonment pursuant to 18 U.S.C. 1001.</p> <p>Signature of Interviewer _____ Date _____</p> <p>Signature of Designated SEA Reviewer _____ Date _____</p>				
<p><input type="checkbox"/> Pre-School Kit <input type="checkbox"/> McKinney Vento/Homeless <input type="checkbox"/> Educational Materials <input type="checkbox"/> Welcome Bags <input type="checkbox"/> Occupational Survey <input type="checkbox"/> H2A Worker <input type="checkbox"/> Dropout</p>										

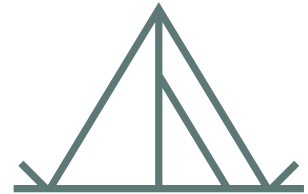
# Who is eligible?

- **Farmworker or Fisher:** Works in these temporary or seasonal industries.



# Who is eligible?

- **Migratory:** Students, families, and workers moved across LEA lines in the past three years.





# Who is eligible?

- **Eligible for Free Public Education in the United States:** Children/youth who have not yet reached age 22 or obtained a high school diploma or equivalent.



Preschool Age (Birth-5 years)



School Age (Grades K-12)




Out-of-School Youth (OSY) (Up to age 22)

# Identification & Recruitment (ID&R)




# Occupational Survey (OS)

- In Tennessee, **every student** must complete an Occupational Survey (OS) form **every school year**.
  - [Tennessee Parent Occupational Survey \(English\)](#)
  - [Tennessee Parent Occupational Survey \(Spanish\)](#)
  - [Tennessee Parent Occupational Survey \(Swahili\)](#)



**Tennessee Parent Occupational Survey**



Under Title I, Part C of the Elementary and Secondary Education Act (ESEA) our school district provides supplemental services to the children of agricultural workers who have recently moved. This survey is to help the school identify if your child might qualify for these free supplemental services such as tutoring, school supplies, summer camps in select counties, and other free services. Please answer the following questions and return this form to your child's school. **The information provided below will be kept confidential.**






Today's Date \_\_\_\_\_ Parent/Guardian First & Last Name \_\_\_\_\_

Student First Name \_\_\_\_\_ Student Last Name \_\_\_\_\_

School Name \_\_\_\_\_ Student Grade \_\_\_\_\_

**1. Have you or an immediate family member performed any agriculture or fishing jobs temporarily or seasonally, in any part of the United States, in the past 3 years? Check all that apply.**

\_\_\_\_ NO  
 \_\_\_\_ YES. Check all that apply:

<p><b>Agriculture/Field Work:</b> planting, picking, sorting crops, soil preparation, irrigation, fumigation</p>  <input type="checkbox"/>	<p><b>Processing &amp; Packaging:</b> fruit, vegetables, chicken, pork, beef, eggs, etc.</p>  <input type="checkbox"/>	<p><b>Dairy/Cattle Raising:</b> feeding, milking, rounding up.</p>  <input type="checkbox"/>
<p><b>Nursery/Greenhouse:</b> planting, potting, pruning, watering, harvesting</p>  <input type="checkbox"/>	<p><b>Forestry:</b> soil preparation, planting, cutting trees; does not include landscaping.</p>  <input type="checkbox"/>	<p><b>Other:</b> Any other agriculture or fishing work, please list here:                  _____                  _____</p>

**2. In the past 3 years, has your family moved to another state, city, school district, and/or county?**

\_\_\_\_ NO  
 \_\_\_\_ YES. My family has moved within the past 3 years. Indicate how long ago below.  
 \_\_\_\_\_ Years \_\_\_\_\_ Months \_\_\_\_\_ Weeks

**If you answered "Yes" to question 1, please complete the information below. A staff from the Migrant Education Program will follow up with your family to verify if you qualify for free services.**

Home Street Address \_\_\_\_\_ Apt # \_\_\_\_\_

City \_\_\_\_\_ Zip Code \_\_\_\_\_

Telephone Number \_\_\_\_\_ Language \_\_\_\_\_

Email Address \_\_\_\_\_ Best Day of Week and Time to Call \_\_\_\_\_

**For School Use Only:** Please forward all surveys with a "YES" response to Question 1 to your district migrant liaison for them to submit to the ID&R Team through [tn\\_msedd.com](mailto:tn_msedd.com). If you have any questions, email the TN MEP ID&R Team: [ldr@tn-mep.net](mailto:ldr@tn-mep.net)

Student State ID: _____	Enrollment Date: _____	District ID: _____
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# Occupational Survey (OS)

- All LEAs, regardless of Title I, Part C funding, must follow [procedures](#) associated with the processing and submission of OS forms.
  - Within **three weeks of student enrollment**, the LEA migrant liaison should submit all OSs that meet the following conditions to the ID&R team through [tn.msedd.com](http://tn.msedd.com) (TN Migrant):
    - All OS forms with “Yes” answers to both questions.
    - OS forms that may not have answered “Yes” to Question 2, but there are other signs that indicate the family may qualify.
  - Do not submit the OS to the ID&R team if they answer “No” to Question 1.
  - Upload OSs to the *Resources* section of [tn.msedd.com](http://tn.msedd.com).



# MSIX Notifications



MSIX: Migrant Student Information  
Exchange

“Technology that allows States to  
share educational and health  
information on migrant children who  
travel from State to State”





# Referrals – We're all in this together!

## A good referral:

- is timely,
- provides information needed to follow up, and
- shares important information with recruiters.



# MEP Services



# What constitutes a service?



- MEP services must be:
  - educational** or educationally related activities that **directly benefit** a migrant child;
  - consistent with the SEA's **comprehensive needs assessment (CNA)** and **service delivery plan (SDP)**;
  - grounded in **evidence-based research** or, in the case of support services, are a generally accepted practice; and
  - are designed to enable the program to meet its **measurable outcomes** and contribute to the achievement of the **state's performance targets**.

**NOTE:** Priority for Service (PFS) migratory students must be served first.

# Examples of MEP Services

- **Instructional Services** include instruction provided by Title I-C funded teachers or Title I-C funded paraprofessionals (e.g., tutors or other instructors who do not have a teacher certification):
  - Correspondence courses
  - Tutoring
  - Targeted skills development -reading and math
  - Homework help/school projects
  - Credit reviews, alignment, accrual and recovery
  - College and career readiness planning



# Examples of MEP Services

- **Humanitarian/Support Services** include educationally related services that are provided to students.
  - Health, nutrition, counseling, and social services
  - Necessary educational supplies
  - Necessary educational transportation
  - Referrals and connections with community agencies
  - Medical, dental and other healthcare services referrals
  - Health insurance referrals
  - Food and clothing connections





# Examples of MEP Non-Services



- Allowable activities that are **NOT** considered to be services may include:
  - Identification and recruitment activities
  - Parent engagement
  - Program evaluation
  - Professional development
  - Administration of the programs
  - Provision of instructional packets to a child or youth (without an accompanying lesson)
  - Dissemination of materials, such as handing out leaflets/documents/information to migratory families, children or youth
- Although these are allowable activities, they are not services because they do not meet **all the MEP service criteria.**

# MEP Service Codes



- Title I-C funded LEAs must follow the procedures outlined in the [Service Codes and Descriptions and Data Collection Protocol](#) to submit MEP service codes **monthly**.
  - A training [webinar](#) is also available.
- A *Services* tab has been added to the monthly migratory list in TNMigrant.
  - The *Services* tab includes a list of students along with Priority for Service (PFS) status and the service codes.
- For each student, indicate which services were received the previous month.
  - For example, the September 2022 list will be used to collect services provided during August 2022.

# MEP Responsibilities



# TN MEP: Who Does What?



All Tennessee LEA Responsibilities

Title I-C Funded LEA Responsibilities

Arroyo Research Services Responsibilities

# All Tennessee LEAs



- All TN LEAs must:
  - Designate a **migrant liaison** to support the recruitment of and services to eligible migratory students in the LEA.
  - Distribute and collect the **occupational survey (OS) to every student every year** to identify potential migratory students.
  - Submit OS forms to [tn.msedd.com](http://tn.msedd.com) (TNMigrant) according to OS [procedures](#).
  - **Code migratory students correctly** in the LEA's student information system (SIS)
  - Provide data on migratory students for input into **MSIX** (national Migrant database).
  - Complete and submit an **Individual Needs Assessment (INA)** for every identified migratory student to [tn.msedd.com](http://tn.msedd.com) (TNMigrant).
  - Exchange information and collaborate with the state MEP contractor as requested.



# Title I-C Funded LEAs



- Provide **services** to eligible K-12 migratory students.
- Create a local migrant **Parent Advisory Council (PAC)** to meet at least twice a year and maintain proper documentation of PAC and family engagement activities.
- **Record service data using service codes** in TNMigrant monthly.
- Complete and revise (as needed) the Title I, Part C section of the **Consolidated Funding Application (CFA)**.
- Participate in **MEP training**.

# Arroyo Research Services (ARS)



- Provide statewide **services to migratory PreK and OSY** and some **K-12 summer services** in unfunded LEAs.
- Manage **data and reporting** requirements from ED, including the MSIX platform.
- Collaborate with the department to provide **professional development and technical assistance** to LEAs.
- Manage **statewide parent engagement** and the state Parent Advisory Council (PAC).
- Manage **program evaluation**, inclusion of the state Service Delivery Plan (SDP) and Comprehensive Needs Assessment (CNA).

# Resources





# Resources

- The department collaborates with ARS to hold monthly **MEP Office Hours**.
- **Quarterly MEP check-ins** are available to all LEAs.
- On-demand **technical assistance** is available by request.



# Resources

- [Resources for School Districts](#)
  - INA
  - Occupational Survey
  - Service Codes
  - MSIX
  - SDP
  - CAN
  - National School Lunch Program
  - [Migrant Liaison Calendar](#)
  - Multiple Trainings
  - FAQs





# Resources

- ePlan > TDOE Resources > ESSA Information, Guidance, PPTs, & Webinars > Title I, Part C: Migrant Education Programs:
  - [Title I, Part C Migrant Education FY23 Program Guide](#)
  - [Migrant Education Program Overview and FY23 CFA Training](#)
  - [Title I, Part C MEP-Equitable Services to Non-Public Schools](#)
  - [MEP Individual Needs Assessment Template](#)
  - [MEP Individual Needs Assessment \(Optional\) Supplement Template](#)
  - [Migrant Liaison Calendar](#)
- [Non-Regulatory Guidance for Title I, Part C, Education of Migratory Children](#)

# Contacts

## Tennessee Department of Education

- **Terry Garrett**  
MEP Consultant  
[Terry.Garrett@tn.gov](mailto:Terry.Garrett@tn.gov)
  
- **Brinn Obermiller**  
Senior Director of ESEA Oversight  
[Brinn.Obermiller@tn.gov](mailto:Brinn.Obermiller@tn.gov)



# Contacts

## Arroyo Research Services

- **ARS General Inquires**  
[info@tn-mep.net](mailto:info@tn-mep.net)  
(615) 238-9998
- **Kim Muller**  
Senior Associate Migrant Services  
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- **Elena Cruz**  
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- **Rachel Jackson**  
Statewide Pre-K & K-12 Field Services Leader  
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- **Karen Kearns**  
Statewide OSY Field Services Leader  
[karen.kearns@tn-mep.net](mailto:karen.kearns@tn-mep.net)





**Questions?**

# Fraud, Waste or Abuse

Citizens and agencies are encouraged to report fraud, waste, or abuse in State and Local government.

NOTICE: This agency is a recipient of taxpayer funding. If you observe an agency director or employee engaging in any activity which you consider to be illegal, improper or wasteful, please call the state Comptroller's toll-free Hotline:

**1-800-232-5454**

Notifications can also be submitted electronically at:

**<http://www.comptroller.tn.gov/hotline>**

# Please Share your Feedback:

[https://stateoftennessee.formstack.com/forms/migrant\\_education\\_program\\_overview\\_feedback](https://stateoftennessee.formstack.com/forms/migrant_education_program_overview_feedback)

SKILLS AND KNOWLEDGE

