

Tennessee Migrant Education Program Continuation of Services Form

Continuation of Services

Under the Every Student Succeeds Act (ESSA), a migratory student may continue to receive Migrant Education Program (MEP)-funded services according to the definitions below:

1. A migratory child who reaches the end of eligibility during a school term shall be eligible for services until the end of such term.
2. A migratory child who reaches the end of eligibility may continue to receive services for one additional school year, but only if comparable services are not available through other programs.
3. Secondary school students who were eligible for migratory services in secondary school may continue to be served through credit accrual programs until graduation.

To Determine If a Student is Potentially Eligible for Continuation of Services (COS):

1. Review the student's end-of-eligibility date to confirm that the student's MEP eligibility will be ending during one of the terms (Fall, Spring or Summer sessions). If a student's MEP eligibility period ends during one of these terms, the student may receive services until the end of the term without completing additional documentation. If a student's eligibility is not ending, the student is not eligible for COS.
2. If the student's eligibility ends during one of the terms:
 - a. Determine if the student's unmet needs are addressed by the general school program. If so, then COS is not allowed.
 - b. Determine whether migratory children who are designated Priority for Service (PFS) are served. If not, the MEP should first serve eligible PFS students before considering COS for students whose eligibility will be ending.

For local education agencies (LEAs) that wish to provide services under definition (2) or (3) of the Continuation of Services (COS) policy above, the following steps should be completed:

1. If those criteria are met, then the Local Education Agency (LEA) should complete the COS Form for the student whom the LEA is designating as continuing to receive services. Include the following information:
 - a. student MIS2000/TNMigrant ID number (do not include student name or other personally identifiable information),
 - b. state ID (if applicable),
 - c. relevant information regarding the availability of comparable services,

- d. any extenuating circumstances regarding this request, and
 - e. an explanation of the reason for COS (either #2 or #3 above), including the rationale for the COS request.
2. Submit the completed COS form to Hannah.Gribble@tn.gov. The Tennessee Department of Education will review the submission and respond with an acknowledgment via email.
3. If approved, the form will be sent to the Arroyo Research Services (ARS) data team.
4. Upon receipt of the approved COS form from the Tennessee Department of Education, the ARS data team will enter the COS designation into TNMigrant.

Continuation of Services Request Form

Please do not include any personally identifiable information (PII), i.e., do not include student names or other identifiable information.

LEA Name	
Person Making the Request	
MIS2000 ID/TNMigrant	
Student's State ID (if applicable)	
<p>Comments and Explanation</p> <p>a. Relevant information regarding the availability of comparable services,</p> <p>b. Any extenuating circumstances regarding this request, and</p> <p>c. An explanation with the reason for COS (either #2 or #3 above), including the rationale for the COS request</p>	

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Submit completed form to:

Dr. Hannah Gribble, Title III and Migrant Education Program Grant Manager
Tennessee Department of Education
Hannah.Gribble@tn.gov