



FEDERAL PROGRAMS  
 MISSOURI DEPARTMENT OF ELEMENTARY AND SECONDARY EDUCATION  
 PO BOX 480, JEFFERSON CITY, MO 65102-0480  
**TITLE I.C: MIGRANT EDUCATION PROGRAM (MEP) END-OF-YEAR REPORT**

**SECTION I - DISTRICT AND PROGRAM INFORMATION**

|                              |                                    |   |
|------------------------------|------------------------------------|---|
| School District Name         | County-District Code               | Form Due Date<br><b>SEPTEMBER 1, 2012</b> |
| Federal Programs Coordinator | Federal Programs Coordinator Phone |   |

**DIRECTIONS**

Fax or e-mail the completed form no later than September 1, 2012 to: (573) 522-6384 or [fedprodata@dese.mo.gov](mailto:fedprodata@dese.mo.gov). This form should be completed for School Year 2011-2012.

Questions on completing this form, contact Office of Data System Management: Ph: (573) 751-3543  
 Fax: (573) 526-6698; or e-mail to: [fedprodata@dese.mo.gov](mailto:fedprodata@dese.mo.gov); Visit DESE's website at: [dese.mo.gov](http://dese.mo.gov)

Questions on serving migrant students, contact the Migrant Education/English Language Learning (MELL) section at (573) 751-8280.

**SECTION II - TITLE I.C: MIGRANT EDUCATION PROGRAM (MEP) TYPE**

Indicate the type of project that was funded in whole or in part with MEP funds. A MEP project is the entity that receives MEP funds by a subgrant from the State or through an intermediate entity that receives the subgrant and provides services directly to the migrant child. Do not include projects where MEP funds were consolidated in SWP.

Also, provide the number of migrant children **participating** in the projects. Since children may participate in more than one project, the number of children may include duplicates.

*What is a project?* A project is any entity that receives MEP funds either as a subgrantee or from a subgrantee and provides services directly to migrant children in accordance with the State Service Delivery Plan and State approved subgrant applications. A project's services may be provided in one or more sites.

*What are Regular School Year – School Day Only projects?* Projects where all MEP services are provided during the school day during the regular school year.

*What are Regular School Year – School Day/Extended Day projects?* Projects where some or all MEP services are provided during an extended day or week during the regular school year (e.g., some services are provided during the school day and some outside of the school day; e.g., all services are provided outside of the school day).

*What are Year Round projects?* Projects where all MEP services are provided during the regular school year and summer/intersession term.

| Type of MEP Project                           | Indicate the type of project that was funded | Number of Migrant Children Participating in the Project |
|---|--|---|
| Regular school year – school day only         |  |   |
| Regular school year – school day/extended day |  |   |
| Year round                                    |  |   |

**SECTION III - ASSURANCES AND CERTIFICATION**

The authorized representative assures the Department of Elementary and Secondary Education that the information provided is correct and accurate and documentation is on file at the district for review.

|  |      |
|--|------|
| SIGNATURE OF BOARD-AUTHORIZED REPRESENTATIVE | DATE |
|--|------|

*It is the policy of the Missouri Department of Elementary and Secondary Education not to discriminate on the basis of race, color, religion, gender, national origin, age, or disability in its programs or employment practices as required by Title VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975 and Title II of the Americans with Disabilities Act of 1990. Inquiries related to Department programs and to the location of services, activities, and facilities that are accessible by persons with disabilities may be directed to the Jefferson State Office Building, Office of the General Counsel, Coordinator–Civil Rights Compliance (Title VI/Title IX/504/ADA/Age Act), 6th Floor, 205 Jefferson Street, P.O. Box 480, Jefferson City, MO 65102-0480; telephone number (573) 526-4757 or TTY (800) 735-2966, fax (573) 522-4883, email [civilrights@dese.mo.gov](mailto:civilrights@dese.mo.gov).*

**SECTION IV – INSTRUCTIONAL SERVICE – DURING THE REGULAR SCHOOL YEAR**

Provide the unduplicated number of **participating** migrant children who received any type of MEP-funded instructional service during the regular school year. Include children who received instructional services provided by **either a teacher or a paraprofessional**. Children should be reported only once regardless of the frequency with which they received a service intervention.

*What are services?* Services are a subset of all allowable activities that the MEP can provide through its programs and projects. “Services” are those educational or educationally related activities that: (1) directly benefit a migrant child; (2) address a need of a migrant child consistent with the SEA’s comprehensive needs assessment and service delivery plan; (3) are grounded in scientifically based research or, in the case of support services, are a generally accepted practice; and (4) are designed to enable the program to meet its measurable outcomes and contribute to the achievement of the State’s performance targets. Activities related to identification and recruitment activities, parental involvement, program evaluation, professional development, or administration of the program are examples of allowable activities that are **NOT** considered services. Other examples of an allowable activity that would not be considered a service would be the one-time act of providing instructional packets to a child or family and handing out leaflets to migrant families on available reading programs as part of an effort to increase the reading skills of migrant children. Although these are allowable activities, they are not services because they do not meet all of the criteria above.

| Age/Grade                  | Children Receiving an Instructional Service |
|----------------------------|---|
| Age Birth through 2        |   |
| Age 3-5 (not Kindergarten) |   |
| K                          |   |
| 1                          |   |
| 2                          |   |
| 3                          |   |
| 4                          |   |
| 5                          |   |
| 6                          |   |
| 7                          |   |
| 8                          |   |
| 9                          |   |
| 10                         |   |
| 11                         |   |
| 12                         |   |
| Ungraded                   |   |
| Out-of-school              |   |
| <b>Total</b>               |   |

**SECTION V – TYPE OF INSTRUCTIONAL SERVICE**

Provide the number of **participating** migrant children reported in the table above who received reading instruction, mathematics instruction, or high school credit accrual during the regular school year. Include children who received such instructional services provided by **a teacher only**. Children may be reported as having received more than one type of instructional service in the table. However, children should be reported only once within each type of instructional service that they received regardless of the frequency with which they received the instructional service.

*What is “high school credit accrual”?* Instruction in courses that accrue credits needed for high school graduation provided by a teacher for students on a regular or systematic basis, usually for a predetermined period of time. Includes correspondence courses taken by a student under the supervision of a teacher.

| Age/Grade                  | Reading Instruction | Mathematics Instruction | High School Credit Accrual |
|----------------------------|---------------------|-------------------------|----------------------------|
| Age Birth through 2        |                     |                         |                            |
| Age 3-5 (not Kindergarten) |                     |                         |                            |
| K                          |                     |                         |                            |
| 1                          |                     |                         |                            |
| 2                          |                     |                         |                            |
| 3                          |                     |                         |                            |
| 4                          |                     |                         |                            |
| 5                          |                     |                         |                            |
| 6                          |                     |                         |                            |
| 7                          |                     |                         |                            |
| 8                          |                     |                         |                            |
| 9                          |                     |                         |                            |
| 10                         |                     |                         |                            |
| 11                         |                     |                         |                            |
| 12                         |                     |                         |                            |
| Ungraded                   |                     |                         |                            |
| Out-of-school              |                     |                         |                            |
| <b>Total</b>               |                     |                         |                            |

**SECTION VI – SUPPORT SERVICES WITH BREAKOUT FOR COUNSELING SERVICE**

In the column titled **Support Services**, provide the unduplicated number of **participating** migrant children who received any MEP-funded support service during the regular school year. In the column titled **Counseling Service**, provide the unduplicated number of **participating** migrant children who received a counseling service during the regular school year. Children should be reported only once in each column regardless of the frequency with which they received a support service intervention.

*What are support services?* These MEP-funded services include, but are not limited to, health, nutrition, counseling, and social services for migrant families; necessary educational supplies, and transportation. The one-time act of providing instructional or informational packets to a child or family does not constitute a support service.

*What are counseling services?* Services to help a student to better identify and enhance his or her educational, personal, or occupational potential; relate his or her abilities, emotions, and aptitudes to educational and career opportunities; utilize his or her abilities in formulating realistic plans; and achieve satisfying personal and social development. These activities take place between one or more counselors and one or more students as counselees, between students and students, and between counselors and other staff members. The services can also help the child address life problems or personal crisis that result from the culture of migrancy.

| Age/Grade                  | Children Receiving Support Services | Breakout of Children Receiving Counseling Service |
|----------------------------|-------------------------------------|---|
| Age Birth through 2        |                                     |   |
| Age 3-5 (not Kindergarten) |                                     |   |
| K                          |                                     |   |
| 1                          |                                     |   |
| 2                          |                                     |   |
| 3                          |                                     |   |
| 4                          |                                     |   |
| 5                          |                                     |   |
| 6                          |                                     |   |
| 7                          |                                     |   |
| 8                          |                                     |   |
| 9                          |                                     |   |
| 10                         |                                     |   |
| 11                         |                                     |   |
| 12                         |                                     |   |
| Ungraded                   |                                     |   |
| Out-of-school              |                                     |   |
| <b>Total</b>               |                                     |   |

**SECTION VII – REFERRED SERVICE – DURING THE REGULAR SCHOOL YEAR**

Provide the unduplicated number of **participating** migrant children who, during the regular school year, received an educational or educationally related service funded by another non-MEP program/organization that they would not have otherwise received without efforts supported by MEP funds. Children should be reported only once regardless of the frequency with which they received a referred service. Include children who were served by a referred service only or who received both a referred service and MEP-funded services. Do not include children who were referred, but received no services.

| Age/Grade                  | Referred Service |
|----------------------------|------------------|
| Age Birth through 2        |                  |
| Age 3-5 (not Kindergarten) |                  |
| K                          |                  |
| 1                          |                  |
| 2                          |                  |
| 3                          |                  |
| 4                          |                  |
| 5                          |                  |
| 6                          |                  |
| 7                          |                  |
| 8                          |                  |
| 9                          |                  |
| 10                         |                  |
| 11                         |                  |
| 12                         |                  |
| Ungraded                   |                  |
| Out-of-school              |                  |
| <b>Total</b>               |                  |

**SECTION VIII – MEP PARTICIPATION – PROGRAM YEAR**

Provide the unduplicated number of **participating** migrant children who received MEP-funded instructional or support services at any time during the program year. Do not count the number of times an individual child received a service intervention. Children should be reported only once regardless of the frequency with which they received a service intervention.

*What are services?* Services are a subset of all allowable activities that the MEP can provide through its programs and projects. “Services” are those educational or educationally related activities that: (1) directly benefit a migrant child; (2) address a need of a migrant child consistent with the SEA’s comprehensive needs assessment and service delivery plan; (3) are grounded in scientifically based research or, in the case of support services, are a generally accepted practice; and (4) are designed to enable the program to meet its measurable outcomes and contribute to the achievement of the State’s performance targets. Activities related to identification and recruitment activities, parental involvement, program evaluation, professional development, or administration of the program are examples of allowable activities that are NOT considered services. Other examples of an allowable activity that would not be considered a service would be the one-time act of providing instructional packets to a child or family and handing out leaflets to migrant families on available reading programs as part of an effort to increase the reading skills of migrant children. Although these are allowable activities, they are not services because they do not meet all of the criteria above.

*What are support services?* These MEP-funded services include, but are not limited to, health, nutrition, counseling, and social services for migrant families; necessary educational supplies, and transportation. The one-time act of providing instructional or informational packets to a child or family does not constitute a support service.

| Age/Grade                  | Served During The Program Year |
|----------------------------|--------------------------------|
| Age Birth through 2        |                                |
| Age 3-5 (not Kindergarten) |                                |
| K                          |                                |
| 1                          |                                |
| 2                          |                                |
| 3                          |                                |
| 4                          |                                |
| 5                          |                                |
| 6                          |                                |
| 7                          |                                |
| 8                          |                                |
| 9                          |                                |
| 10                         |                                |
| 11                         |                                |
| 12                         |                                |
| Ungraded                   |                                |
| Out-of-school              |                                |
| <b>Total</b>               |                                |