

**Required Summer Service**  
**Provide *instructional* services to migratory children/youth present in the summer.**

METS:
Migrant Educator:
School Year:



NYS Migrant Education Program

**Summer**  
 Intake / Summary  
 Student Record

**METS:** Fills from MIS2000 with region name of the Migrant Education Tutorial and Support Services (METS) that provided the service(s) listed.

**Migrant Educator:** Fills from MIS2000 with the name of the Migrant Educator assigned to this student. Use the full first name, space, and full last name of the Migrant Educator working with this student. For example, if the Migrant Educator is Jane Doe, use Jane Doe, not J. Doe or J Doe or Doe, Jane.

**School Year:** Fills from MIS2000 with the current school year.

**I. Student Information**

Last Name	Last Name (2)	COE #	Qualifying Arrival Date
First Name	Middle Name	Home Language	Residency Date
Address		Telephone #	Eligibility Expiration Date
Extended Service: <input type="checkbox"/> 4 <sup>th</sup> Year Continuation <input type="checkbox"/> Credit Accrual (9-12)		<input type="checkbox"/> Home Schooled	
Medical Alert: <input type="checkbox"/> Acute <input type="checkbox"/> Chronic <input type="checkbox"/> None		Y N Immunizations Available	
DOB	Grade	MEP Enrollment Date	MEP Withdrawal Date

**When MIS2000 fills in the information, please check for accuracy with the school, parents and/or student. Write in any corrections.**

- Note:** Corrections that require a change to data on the COE must go through the current ID&R process and approval before changes can be made on MIS2000.

**Last Name and Last Name (2):** MIS2000 fills in the student's last name(s) from the COE.

**First Name and Middle Name:** MIS2000 fills in the student's first and middle names from the COE.

**COE #:** MIS2000 fills this in based on the most recent COE # on the system.

**Qualifying Arrival Date:** MIS2000 fills this in based on the most recent COE # on the system. Use this date to calculate if student has made a move within previous 1-year period.

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**Home Language:** MIS2000 fills in the student's language from the COE. If MIS2000 uses the word, "Other," for the language, you can ask the Data Specialist to request to have this language added to MIS2000.

**Residency Date:** MIS2000 fills this in with the date from the COE for when the family moved to the current school district.

**Address:** MIS2000 fills in with the current physical address.

**Telephone Number:** MIS2000 fills in with the family/student phone number from the COE or Next-of-Kin Number (NOK#) from the COE if the family has no phone.

- Update as numbers change.
- If the family/student has more than one phone, update to the number they prefer.

**Eligibility Expiration Date:** MIS2000 fills in based on the COE information. Eligibility ends:

- Three years after the Qualifying Arrival Date (QAD) which is the date of the most recent move that qualifies the student to receive migrant education services or
- The date a student reaches his/her 22<sup>nd</sup> birthday, if this happens before the three years of eligibility ends.

**Extended Service** –The student is being served beyond the term that the student's Eligibility Expiration Date.

- **Reminder:** Check with the METS Director, first, before extending services to any student.
  - **If the extended service is approved,** the student will go through the same Needs Assessment and Service Level process as the currently eligible migrant students.
- **Caution:** Do NOT check a box if a student's eligibility ends during this term, and the METS is providing services to finish the term (School Year or Summer). The student was still eligible for part of the term and the program is still receiving funding credit for this student for this term.
- If you are extending service beyond the term that eligibility expired, and the METS will no longer receive funding credit for the student, then check the situation that applies: (**Note:** service cannot be extended beyond the age of 22 for any reason.)
  - **4<sup>th</sup> Year Continuation** – A child's eligibility ends and the agency provides services for an additional school year because comparable services are not available through other programs (see section 1304(e)(2)) (NCLB).
  - **Credit Accrual (Grades 9-12)** – Student continues to receive assistance in order to enable graduation from high school. A local operating agency continues to serve secondary school students who were eligible for services in secondary school through credit accrual programs until they graduate (see section 1304(e)(3)) (NCLB).
    - **Note:** The student's migrant eligibility must end during or after Grade 9 to be eligible for the Credit Accrual extended service.
- [**Note:** Before the agency provides services under these provisions, it should consider whether the child's unmet special educational needs are addressed by the general school program and whether migrant children who have a priority for services have already been served.]

**DOB:** MIS2000 fills this in with the student's Date of Birth from the COE. Please enter all dates in the form - mm/dd/yy for the month/day/year. For example, the date July 18, 2021, would be written 07-18-21.

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**Grade:** Need to use the student's grade from the school year that just ended in May/June, so the student has one grade for the Program year, September 1 – August 31.

- **EXCEPTION:** The one exception is for (P2) preschoolers who turn 3 years old between May 15 and August 31, and will now be eligible for funding. Change the Grade to P3 for the summer.
- School Grades K-12
- For Special Education students, please use the grade level assigned to the student. If the school does not identify a grade, then use “UG” for Ungraded.
- For Home-schooled students, use the grade of the curriculum they are using.
- For students who are not in school:
  - OSY:
    - **Dropout Grades (DO and D+)**
      - Students who drop out of a U.S. high school during the current funding year (September 1 – August 31), keep their school GRADE (9-12).
        - **Note:** Data Specialists enter “**DO**” in the “Still in School” field.
      - **D+** = student who dropped out of U.S. high school before September 1 of the current funding year.
    - OS = student attended/left school in another country.
  - Preschool: P0-P5, using the student's age from the fall.

**Data Specialist NOTE** – double-check **all** P2 students to see if any turned 3 years old between September 1 and May 14, or before they moved. Change their School Year Grade to P3 and use P3 for the Summer Grade.

### **MEP Enrollment Date:**

- If the student's Residency Date for the current district is on or before the start of the Summer Program, use the following dates for the enrollment date:
  - May 15 – Summer Program starts for OSY Students (OS, DO, D+) and Preschool Students (P0-P5);
  - **June 27th 2024** - Summer Program starts for K-12 and UG students.
- **Data Specialist Note:** If the student moves into the school district after the Summer Enrollment Date set by the ID&R Office, then use the student's Residency Date for the MEP Enrollment Date. (Please write the date as mm / dd / yy)

### **MEP Withdrawal Date:**

- In general, the last day of Summer Program Period I, August 31, is the MEP Withdrawal Date for the summer. **Exceptions include:**
  - If the student moves out of the district before August 31, the MEP Withdrawal Date is the day that the student moves.
  - If a student graduates from high school during the summer, use the school district's date of graduation for the MEP Withdrawal Date.
    - **\*\*Data Entry Note:** A copy of the student's final transcript is needed to confirm the summer graduation date.
  - If a student passes the High School Equivalency exam, use the date you find out that the student passed, for the student's MEP Withdrawal Date.
  - If a student turns 22 before the last day of the summer program, use the student's “Eligibility Expiration” date for the MEP Withdrawal Date.

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**Migrant Educators have the option to complete update the following fields for Section I data in WebApp or update their Director and Data Specialist with the paper copy.**

**Home Schooled:** Check this box if the family is teaching the student at home.

**Medical Alert:** This is an indicator for a medical/health condition. Check the appropriate box: acute  
chronic none

**Immunizations Available:** Circle “Y” for “Yes” if the student is in school (Grades K-12/UG), therefore a new school district could request a copy from the current school district. Circle “N” for “No” if the student is not in school (Preschooler, Out-of-School Youth, and Dropout).

**In WebApp:** Choose to EDIT the student and select “STUDENT NEEDS” from the dropdown box to access.

**Other Student Information**

Home Schooled

**Medical Alert**

▼

Immunizations Available

## II. NY School District Information

District	<b>Y N</b> District Summer School	<b>Y N</b> District/BOCES Special Education
Building	<b>Y N</b> Other: (specify)	

**Updates to the District Name of Building Name need to be confirmed and changed by the METS Office.** Migrant Educators can note changes on the paper copy to notify their Director and Data Specialist.

**District:** MIS2000 fills in the school district name. This is the current school district where the student resides.

- **Note:** In the situation that a student attends a school outside of their current school district, still list the district where they reside. This is the school district responsible for the student.

**Building:** If the student is in the same school district they resided in for June, keep the same building name from the school year that just finished. For example: Elm St Elem, Pine Grove Middle School, or Southside HS.

- For preschool and OSY students, repeat the district name in the “Building” field.
- For students who attend a school outside of their current school district, repeat the school district name that the student resides in, for the “Building” field.

**Migrant Educators have the option to update the Section II District Service information in WebApp or update their Director and Data Specialist with the paper copy.**

**District Summer School -** Circle “Y” for “Yes” if the student is attending a summer program run by the school district.

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**District/BOCES Special Education** - Circle “Y” for “Yes” if the student is attending a special education program for the summer, whether it is run by the school district or by BOCES.

**Other** – If the student is attending other program operated by the school district, write the name of the program that the student is attending.

**In WebApp:** Choose to EDIT the student and select “STUDENT NEEDS” from the dropdown box to access.

### School District Summer Services

District Summer School  
 Distric/BOCES Special Education

III. For Preschool Only	IV. For Out-of-School Youth Only
<b>Y N District or Community Preschool Program</b>	<b>Community Services</b>
<input type="checkbox"/> District Preschool Program <input type="checkbox"/> Preschool Special Education <input type="checkbox"/> Early Intervention <input type="checkbox"/> Other: <input type="checkbox"/> Head Start <input type="checkbox"/> Migrant Head Start/ABCD	<input type="checkbox"/> ENL/ESL <input type="checkbox"/> High School Equivalency (HSE) <input type="checkbox"/> Adult Basic Education (ABE)
	GED - Date Completed:

**Migrant Educators have the option to update the services in Sections III and IV in WebApp or use the Summer Intake/Summary Student Record to update their Director and Data Specialist.**

**In WebApp:** Choose to EDIT student and select “STUDENT NEEDS” from the dropdown box to access.

#### District or Community Preschool Program

District Preschool Program  
 Early Intervention  
 Head Start  
 Migrant Head Start / ABCD  
 Preschool Special Education  
 Other:

#### Community Services

ENL/ESL  
 High School Equivalency(HSE)  
 Adult Basic Education (ABE)  
 GED - Date Completed

**Community or District Preschool Programs:** In the first box, circle “Y” for Yes, if the student is participating in a preschool program with a community agency or the school district during the summer.

- **District Preschool Program:** Run by the school district.
- **Early Intervention:** County Health program for children under 3 years of age who have a qualifying medical diagnosis or who demonstrate developmental delay.

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- **Head Start:** Check “Head Start” for either the center-based or home visitor program if it is through Head Start. Use this for a student who is in Early Head Start, as well.
- **Migrant Head Start/ ABCD:** Run by the Department of Agriculture. Also known as “ABCD.”
- **Preschool Special Education:** Use for any Special Education preschool program whether it is operated by BOCES or another agency.
- **Other:** Local preschool program that is not run by the school district or one of the agencies listed above. If yes, please write

**Current Community Services for Out-of-School Youth(OSY): Grades OS/DO/D+ –** If an OSY student is participating in a community education program during the summer, check the box that best describes the program:

- **ENL (English as a New Language) / ESL (English as a Second Language) –** Program for students who are learning English. “ESL” is an old term, but this is the term that many adult learners recognize.
- **High School Equivalency (HSE) –** Program for students who did not graduate from High School and are working to get a High School Equivalency degree. (including HEP students)
- **Adult Basic Education (ABE) –** Program for students who did not graduate from High School and need to learn/improve basic skills before working toward the High School Equivalency degree.

**GED Date Completed:** Enter the date that the Migrant Educator found out that the student passed the exam and earned their High School Equivalency degree.

- The student’s migrant-eligibility ends with the notification that the student earned the degree.

**Data Specialist Note:** On MIS2000, use the letter code “H” for the reason why the student’s eligibility is ending when students earn the High School Equivalency degree.

**SUMMER**  
**RECALCULATE THE STUDENT’S QUALIFYING MOVE WITH 1-YEAR PERIOD**  
**And Priority for Services Status**  
 Many students will continue to be Priority for Services but some will not.

### V. Academic Needs

<b>Y N Qualifying Move within previous 1-year period, plus 1:</b>	<b>Y N</b> Dropped out of school this school year	<b>Y N</b> Failed State Test(s) <b>Y N</b> Retention <b>Y N</b> Credit Deficiency	<b>Y N</b> Below Modal Grade <b>Y N</b> Low Grades <b>Y N</b> English Learner	=	<b>Y N</b> Priority for Services
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**Migrant Educators have the option to update the services in Sections V in WebApp under “STUDENT NEEDS” or use the Summer Intake/Summary Student Record to update their Director and Data Specialist.**

**Note:** WebApp calculates the check for Priority for Services, based on the Academic Needs checked.

Last Reviewed: 1/17/2023 8:26 AM

Academic Needs for PFS

<input checked="" type="checkbox"/> 1. Qualifying Move within the previous 1 year period (calculated)	<input type="checkbox"/> 4. Retention	<input type="checkbox"/> 7. Low Academic Grades
<input type="checkbox"/> 2. Dropout (Calculated)	<input type="checkbox"/> 5. Credit Deficient	<input checked="" type="checkbox"/> 8. English Learner
<input type="checkbox"/> 3. Failed State Tests	<input type="checkbox"/> 6. Below Modal Grade	<input type="checkbox"/> 9. Priority For Service (Calculated)

**Academic Needs:** Circle “Y” for “YES” (or check the box for “YES”) if...



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- **Qualifying Move within the previous 1-year period** – The term ‘qualifying move’ means a move due to economic necessity with or to join/precede the worker— (A) from one residence to another residence; and (B) from one school district to another school district.
  - **Note:** Please confirm with your Director and/or Data Specialist. The system calculates this automatically.
  - **Data Specialist Note:** Please use QAD within 1 year period to calculate a Qualifying Move.
- **Dropped out of School this School Year:** Student dropped out during the current year.
  - **NOTE:** Drop out students (DO) will be PFS through the current performance year (September 1 – August 31) in which they drop out of school if they had a Qualifying Move in previous 1-year period. As of September 1 of the following performance year, the student will become D+ and no longer PFS. This does not preclude services.
- **Failed State Test(s):** Student has failed a state test. State tests include the NYS Math and ELA Assessments for Grades 3-8; NYS Regents; and state test results from other states.
  - **Use the most recent state test that is available to you, up to two years old. Please do not consider NYSESLAT scores when determining if a student failed state test.**
- **Retention:** Student was retained in the school year just completed.
  - **During the summer,** NYS-MEP uses the student’s grade and retention information from the School Year just completed. (2022-23). Even if you know that your 1<sup>st</sup> Grade student will be repeating 1<sup>st</sup> Grade in the Fall, the student doesn’t officially count as “retained” until you see what actually happens when school starts in the fall.
- **Credit Deficiency:** Student in Grade 9 – 12 is lacking the sufficient **appropriate /required** credits, or failed a required course needed to graduate, should be considered Credit Deficient.
  - As of August 2017, the appropriate/required credits are 5.5 credits at the end of 9<sup>th</sup>, 11 credits at the end of 10<sup>th</sup>, 16.5 credits at the end of 11<sup>th</sup> and 22 credits to graduate.
    - Click the link for more information: <http://www.p12.nysed.gov/ciai/gradreq/intro.html>
- **Below Modal Grade:** Student’s age exceeds the appropriate Grade Equivalent when entering school. For example:
  - A First Grader is usually six (6) in September, or turning six (6) between September and December 1.
  - Therefore, the First Grader who is seven (7) in September, or turning seven (7) between September and December 1, would have “Y” circled for Below Model Grade.
- **Low Grades for Grades (K-6):** Student in grades K-6 scoring **less than**
  - “3” on a 4-point rubric, “C”, “S”, a happy face, 75 or equivalent in any marking period in any core subject will be considered to have low grades.
- **Low Grades for Grades (7-12):** Student in grades 7-12 scoring below 75 in any marking period in any credit bearing class will be considered to have low grades.
- **English Language Learner (Limited English Proficiency)**
  - **For Grades K-12 and UG** – This is determined by the school district testing results with the NYSITELL and NYSESLAT. **Please note:** The term “English Language Learner (ELL)” describes the student, but the term, “Limited English Proficiency (LEP)” describes the actual risk factor.
- **Priority for Services (PFS)** – Circle “Y” for PFS **if**
  - the student has “Y” circled for Qualifying Move in previous 1 Year Period,
  - **and**

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- “Y” circled for at least one other Academic Risk Factor
- **Or** dropped out of school in the current performance period.
- **Note:** Once a student is identified as PFS, the student remains PFS through the end of the summer period.

## VI. Other Needs

<b>Y N</b> Health and/or Nutrition	<b>Y N</b> Poor School Attendance	<b>Y N</b> Life Skills
<b>Y N</b> Homeless	<b>Y N</b> Missing Required Immunizations	<b>Y N</b> Needs Referral for:
<b>Y N</b> Lacks Parent Involvement	<b>Y N</b> High School Equivalency	<b>Y N</b> Transportation
<b>Y N</b> Mobility	<b>Y N</b> English Learner (PK/OSY)	<b>Y N</b> Other:

### Available to update on WebApp:

Other Needs

- 1. Special Ed
- 2. Health/Nutrition
- 3. Homeless
- 4. Lack Parent(s) Involvement
- 5. Mobility

- 6. Poor Attendance
- 7. Missing Required Immunizations
- 8. High School Equivalency
- 9. Life Skills
- 10. Transportation

Additional Student Comments

Needs Referral For

Other Needs

**Other Needs:** Circle “Y” for Yes if...

- **Special Ed: For Grades K-12 and UG** – This is determined by the school district.
- **Health and/or Nutrition:** Student has ongoing health/dental/nutritional needs.
- **Homeless:** Student is identified as homeless by school district.
- **Lacks Parental Involvement:** Parent(s) are not involved in student’s education by attending the school/MEP events or encouraging the child in his/her educational program. (Do NOT circle for OSY students.)
- **Mobility:** Any movement across school district lines in the preceding 12 months.
- **Poor School Attendance:** Student’s absences exceed his/her school’s policy for daily attendance or individual class attendance.
- **Missing Required Immunizations:** Student lacks immunizations or adequate immunization records.
- **High School Equivalency (HSE)** – A student currently not enrolled in school, who wants to work toward a high school degree. (**Note:** some school districts do have students in an alternative High School Equivalency program instead of a diploma program.)
- **English Language Learner (Limited English Proficiency) (PK/OSY)**
  - **For Preschool (P0-P5) and Out-of-School Youth** - This can be determined by METS staff.
  - **NOTE:** In the Web App you will find this field under Academic Needs for PFS.
- **Life Skills:** Youth lacks some of the necessary skills/knowledge to meet the challenges of daily living.
- **Needs Referral for:** If you circle “Y” then you need to list what the student needs to be referred to/for.
- **Transportation:** A lack of transportation is preventing the youth/student’s family from addressing one or more needs.
- **Other:** If you circle the “Y” then you need to list the additional need(s).



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## VII. Service Delivery Model

Initial Service Level Date:	Winter Level Change Date:	Spring Level Change Date:	Summer Level Change Date:
<input type="checkbox"/> <b>Initial Service Level 3</b> Focus Area: <input type="checkbox"/> ELA <input type="checkbox"/> Math <input type="checkbox"/> Secondary <input type="checkbox"/> <b>Initial Service Level 2</b> Focus Area: <input type="checkbox"/> ELA <input type="checkbox"/> Math <input type="checkbox"/> Secondary	<input type="checkbox"/> <b>Winter Service Level 3</b> Focus Area: <input type="checkbox"/> ELA <input type="checkbox"/> Math <input type="checkbox"/> Secondary <input type="checkbox"/> <b>Winter Service Level 2</b> Focus Area: <input type="checkbox"/> ELA <input type="checkbox"/> Math <input type="checkbox"/> Secondary	<input type="checkbox"/> <b>Spring Service Level 3 -</b> Focus Area: <input type="checkbox"/> ELA <input type="checkbox"/> Math <input type="checkbox"/> Secondary <input type="checkbox"/> <b>Spring Service Level 2</b> Focus Area: <input type="checkbox"/> ELA <input type="checkbox"/> Math <input type="checkbox"/> Secondary	<input type="checkbox"/> <b>Summer Service Level 3 -</b> Focus Area: <input type="checkbox"/> ELA <input type="checkbox"/> Math <input type="checkbox"/> Secondary <input type="checkbox"/> <b>Spring Service Level 2</b> Focus Area: <input type="checkbox"/> ELA <input type="checkbox"/> Math <input type="checkbox"/> Secondary
<input type="checkbox"/> <b>Initial Service Level 1</b>	<input type="checkbox"/> <b>Winter Service Level 1</b>	<input type="checkbox"/> <b>Spring Service Level 1</b>	<input type="checkbox"/> <b>Spring Service Level 1</b>
<input type="checkbox"/> <b>Service Level 0/ No Services – Reason:</b> <input type="checkbox"/> Identified after Enrollment Period <input type="checkbox"/> In Other Programs <input type="checkbox"/> Incarcerated/Institutionalized/Detained <input type="checkbox"/> Refusal <input type="checkbox"/> Unable to Locate/ Left District			

**Initial, Winter, and Spring Service Level:** MIS2000 will fill in the Initial Service Level information from the information provided on the *NYS-MEP School Year: Student Intake Form* or *Mid-Year/Summary Form*.

- **Newly Identified Student vs Summer Changes:** If the student has been recently identified in your area, and the Initial Service level is blank, please enter the information under the Initial Service Level and Date.
- If you need to change levels of what the student was receiving during the Initial, Winter or Spring, please use the Summer Level Change Date and Levels.
- **NOTE:** If there are no changes on the level from previous periods (Initial, Winter, Spring) you do not need to enter anything.

**NOTE:** Migrant Educators should confirm with the METS Director that there is not a chance to attempt contact with a student, before selecting Service Level 0 for no contact.

**Data Specialist Note:** MIS2000 can only track one Summer Service Level per School District.

## VIII. Service Delivery Plan Information

All Students: Needs Assessment Date:		
<b>Grade 9-12 Students</b> Y N Annual Goal Setting Y N Annual Review of Transcript and Student schedule	<b>For NEW Out-of-School Youth</b> (arrive in school district just before or during the summer) OSY Profile - Date:  Service Level 2 (OSY/D+): Personal Learning Plan – Date Short Term Goal Started:	
Y N Has Passed Algebra 1 or a Higher Math Course	Dropout Notification Date:	Dropout Contact Date:

**Initial Needs Assessment Date:** MIS2000 fills in for students who had this Date completed for the current Funding Year.

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- **For all New Students (arrive in school district just before or during the summer) -Needs Assessment Date-**
- Collect as much Needs Assessment data as is available.
- Use the “Initial Needs Assessment Date” box to enter the date the Needs Assessment process is done.
  - **Note:** This date will be after the first day of the Summer Program.
  - **Note:** If a student starts at one school district at the beginning of the summer, then moves to a **new** school district, the Needs Assessment and leveling process starts again with a **new** Needs Assessment Date for the student in the **new** school district, using the **new** enrollment line on MIS2000.

### **Grades 9-12 Students:**

- **Annual Goal Setting:** MIS2000 fills in for students who had this Date completed for the current Funding Year. If not, check/circle Y for Yes if you engaged in goal setting discussion(s) with adolescent students during the performance period.
- **Annual Review of Transcript and Student Schedule:** MIS2000 fills in for students who had this Date completed for the current Funding Year. If not, check/circle Y for Yes if you reviewed and analyzed the student’s transcript and schedule to identify any gaps or concerns for being on track for graduation.
- **Pass Algebra 1 or Higher Math Course:** MIS2000 fills in the information provided on the *NYS-MEP School Year: Student Intake Form*. Update with “Y” for “Yes” if the student has received credit for the course in Algebra 1, or a higher math course.

**Pass Algebra 1 or Higher Math Course:** Circle “Y” for “YES” if the student has ever received credit for the Algebra 1 or a higher math course.

### **For NEW Out-of-School Youth (arrive in school district just before or during the summer)**

- **OSY Profile Date:** If the student is new to the current school district during the summer, the student needs a new OSY Profile completed. Use the box to write in the date that the OSY Profile is completed. “OSY” includes students who are in grades OS, DO or D+.
  - **Note:** Students who completed an OSY Profile **for the current school district** during the school year do not need another one.
  - **The OSY Profile is available on the WebApp.**
- **Personal Learning Plan (PLP) -** If the OSY student **is new** to the current school district, **changed from Level 1 to Level 2** service for the summer, **or is a new Drop out student**, the Migrant Educator will need to complete a Personal Learning Plan with the student and record the date the “Short Term Goal” was started.
  - Out-of-School Youth, who are identified as Service Level 2 or 3, for Instructional Services, need a Personal Learning Plan initiated within 45 school days of Enrollment **or the Service Level Change**. Please use the month/day/year format – mm / dd / yy.
    - Record the date from the student’s Personal Learning Plan (PLP) for when the short-term goal started.
  - **The OSY Personal Learning plan is available on the WebApp.**

### **Students who Dropped out of School**

- **Dropout Notification Date:** Record the date in which your METS was notified that the student dropout of school.

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- **Dropout Contact Date:** Record the date in which you had the initial contact after learning student had dropout of school.
  - **Note:** You should contact migrant students who drop out of school within 45 days of the METS being notified of dropping out.

### IX. School Year MEP Supplemental Programs Provided

Service Name	H	C	Service Name	H	C	Service Name	H	C
045 Adolescent Activities			003 Home Visit			028 RML Personal Information		
044 Advocacy			048 Life Skills			033 RML Staying		
030 Counselor Services	<b>(Services Completed on WebApp)</b>							
001 ENL								
024 English Language Arts			040 Social Studies			050 RML COVID-19		
			027 Transportation			051 RML Maps		

- **Definitions** - Use the most recent *Supplemental Service Codes* reference sheet for the definition of each Supplemental Program.
  - **RML Codes:** Codes 028-36 and 50-51 are completed by Recruiters when they initiate a lesson with a **new** OSY (OS/DO/D+) student during the summer.
- **Hours and/or Contacts:** Use the most recent *Supplemental Service Codes* reference sheet for the most recent information on which Supplemental Programs require the collection of both Hours and the number of Contacts vs. which ones just need the number of Contacts documented.
  - Record Hours of service by the ¼-hour increments.
  - Record Contacts of service by the number of times that service was provided.

**Comments:**

**Migrant Educator Signature:**

**Date:**