

TO: District Superintendents
Supervisors of Special Education

FROM: Tonya Green, Interim Executive Director, MDE, OSE

DATE: August 7, 2025

SUBJECT: 2025-2026 Educational Interpreters Funding

The following forms are required for the Educational Interpreter funding for the 2025-2026 school year.

- Mississippi Interpreter Registration Application
 - Follow the instructions on the application
- Request for Educational Interpreter
- Non-Participation Assurance Form
- Resignation Form for Educational Interpreter

Districts must upload these documents into SharePoint in the folder labeled “FY 26 Fiscal Documents,” subfolder “Educational Interpreter FY 25-26.”

- If requesting funds, upload the following:
 - Request for Educational Interpreter Form
 - The date hired should correspond with the current school year
 - Copy of license and registration
- If **not** requesting funds, upload the following:
 - Non-Participation Assurance Form
- If the Educational Interpreter resigns, upload the following:
 - Resignation Form

Districts are **required** to upload into SharePoint either the Request for Educational Interpreter form (if requesting funds) **or** the Intent to Not Utilize form. If the district does not submit a Request or an Intent to Not Utilize form by the due date listed below, the MDE, OSE will assume the district does not intend to participate. No requests will be received after the due date.

All forms must be uploaded to the correct SharePoint folder by **October 15, 2025**. All districts must draw down all Educational Interpreter allocated funds by **February 12, 2026**.

If you have any questions, please contact the Educational Interpreter Coordinator at (601) 359-3498.

Sincerely,



Tonya Green, Ed. S
Executive Director, Interim