To: Superintendents of Public Schools
   Chief Information Officers
   District Data Coordinators

From: METS Director

RE:  2020-2021 MIGRANT STUDENT DATA VERIFICATION

Date:

This is to follow up on the memo that was sent to you on [Date] from Assistant Commissioner Jason Harmon requesting assistance in verifying students coded as migrant-eligible in your district’s student data management system are consistent with the official list of students that have been issued Certificates of Eligibility (COE) for Migrant Education Program (MEP) eligibility and participation under ESSA Title I, Part C.

Please note that currently we have NOT identified any school age students who are migrant-eligible in your district for the 2020-2021 school year. Please review your district’s information to ensure that you have not flagged any students as “Migrant” in your student information management system.

Directions: To determine which students are currently flagged in SIRS with the “Migrant” Indicator in your school district for the 2020-2021 school year, please run the L2RPT-SIRS 401 Reasonableness Report, choose All Locations, Student Demographic category, and All Subtypes from the dropdown menu. Click on the Migrant category for “this year” to generate the list of students whom your district has reported with the Migrant Indicator.

If you have students who are identified in error as Migrant-eligible in the district’s student information management system, please update your records by unflagging them to reflect their accurate and current non-Migrant status and submit the revised data to SIRS when appropriate.

Please do not hesitate to contact me if you have any questions or concerns regarding this reporting process. I can be reached at [METS Director Email] or [METS Director Phone Number]

As a statewide program, we are always striving to enhance our identification and recruitment efforts. If you are aware of any students whom you think might qualify for migrant programs and services under ESSA Title I, Part C, please do not hesitate to contact [METS Director, Title] at the [Regional location] Migrant Education Tutorial and Support Services (METS) program center for assistance. [METS Director] can be reached at [METS Director Email] or [METS Director Phone]. Upon contact, we will dispatch a Recruiter to determine their migrant eligibility and to inform you accordingly.

Thank you very much for your assistance.

cc: Jason Harmon
    Erica Meaker
    Kin T. Chee