



THE STATE EDUCATION DEPARTMENT
Office of Accountability

Office of ESSA-Funded Programs
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Migrant Education Tutorial & Support Services

[METS Address]

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

From: Kin T. Chee, State Migrant Education Program (NYS-MEP)
[Name, Director, Region METS Program Center]

RE: **2022-2023 MIGRANT STUDENT DATA VERIFICATION**

Date: [Month Day,] 2023

On March 9, 2023, Assistant Commissioner Theresa Billington issued a memo requesting assistance from schools and school districts to verify that students who are coded as migrant-eligible in their student data management system correspond with the official list of migrant students that have been issued official Certificates of Eligibility (COE) for participation in migrant education programs and services under ESSA Title I, Part C. For the memo, please see: https://www.nysed.gov/sites/default/files/essa/memo/2022-2023_sirs_memo_migrant-data-reconciliation.pdf

This is a follow-up letter with the most up-to-date list of all migrant-eligible students who have resided in your school/district catchment area at some point in time during the 2022-2023 school year. To ensure that our migratory children have been accurately identified and served during the 2022-2023 school year, please check your student information against this current list of migrant-eligible students for purposes of Student Information Repository System (SIRS) data reporting.

Please note that currently **we have NOT identified any school-age students who are migrant-eligible in your district for the 2022-2023 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 2022-2023 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.

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 [Name,] Director of the [Region] Migrant Education Tutorial and Support Services (METS) program center for assistance at [email] or [phone].

If you have any questions or concerns regarding this process, please do not hesitate to contact me or my colleague, Sabrina Petruska-Wilmot. We can be reached at kin.chee@nysed.gov and Sabrina.Petruska-Wilmot@nysed.gov respectively.

Thank you very much for your assistance.

cc: Theresa Billington | Erica Meaker | Lori Genito | Alexandra Pressley | Jeri Chapman | Sabrina Petruska-Wilmot