

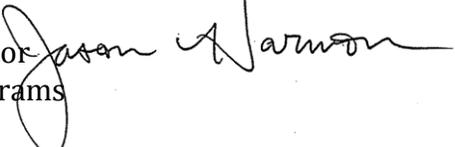


**THE STATE EDUCATION DEPARTMENT** / THE UNIVERSITY OF THE STATE OF NEW YORK / ALBANY, NY 12234  
P-12 Education – Office of Accountability

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Office of ESSA-Funded Programs  
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To: District Superintendents  
Superintendents of Public Schools  
Chief Information Officers / District Data Coordinators

From: Jason Harmon, Title I Director   
Office of ESSA-Funded Programs

RE: **2018-2019 MIGRANT STUDENT DATA VERIFICATION**

Date: June 21, 2019

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The Migrant Education Program (MEP), under *Every Student Succeeds Act* (ESSA) Title I, Part C, provide supplementary instructional programs and support services to help migratory children overcome educational disruption, cultural and language barriers, social isolation, health-related problems, and other factors that inhibit the ability of such children to succeed in school, and to prepare them to make a successful transition to postsecondary education and/or employment.

To ensure that migrant children have been accurately identified and served during the 2018-2019 school year, the New York State Education Department (NYSED or “the Department”) is requiring each school district to verify students coded as migrant-eligible in its student data management system against a list of students that have been issued Certificates of Eligibility (COE) for migrant education program eligibility and participation. The goal is to update designations for incorrectly coded students and to send the corrected data for inclusion in the Student Information Repository System (SIRS). The Department requires that migrant-eligible students be accurately identified and coded when reporting such data to SIRS.

To this end, please be informed that staff from NYSED’s regional Migrant Education Tutorial and Support Services (METS) program centers will be contacting you and the Chief Information Officer/Data Coordinator in your district shortly in a separate letter with specific instructions on how to complete this data reconciliation process. For METS contact information, please refer to: <https://www.nysmigrant.org/map>.

To determine which students in your school district are currently flagged in SIRS with the “Migrant” indicator for the 2018-2019 school year, please perform the following required activities:

1. Run the ***L2RPT-SIRS 401 Reasonableness Report***.
2. Choose ***All Locations, Student Demographic*** category, and ***All Subtypes*** from the dropdown menu.
3. Click on the ***Migrant*** category for “this year” to generate a list of students that your district has designated as ***Migrant-eligible***.

As indicated, this data reconciliation process is critical in ensuring that all migrant-eligible students are provided with the appropriate instructional programs and support services that best meet their needs, and that these students are accurately identified and coded in SIRS. NYSED is required to submit such data to the United States Department of Education (ED) on the migrant subgroup. To ensure that this data is accurate and in compliance with federal regulations, migrant-eligible students must be identified and coded correctly in SIRS.

If you have any questions or concerns regarding this reporting process, please do not hesitate to contact Kin T. Chee or Erin Allen at the Department. They can be reached at [kin.chee@nysed.gov](mailto:kin.chee@nysed.gov) or [erin.allen@nysed.gov](mailto:erin.allen@nysed.gov) respectively. You may also wish to contact your local Migrant Education Tutorial and Support Services (METS) program centers for assistance. Their contact information is available at: <https://www.nysmigrant.org/map>.

Thank you very much for your assistance.

cc: METS Directors  
Kristen DeSalvatore  
Rose Leroy  
Kin T. Chee  
Erin Allen  
Will Messier  
Odilia Coffta