



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

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Ira Schwartz, Assistant Commissioner  
Office of Accountability  
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To: District Superintendents  
Superintendents of Public Schools

From: Ira Schwartz, Assistant Commissioner   
Office of Accountability

**RE: MIGRANT STUDENT DATA VERIFICATION**

Date: June 6, 2017

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The Migrant Education Program (MEP), under ESEA Title I - Part C, serves to provide supplementary programs and services to help migrant children overcome educational disruption, cultural and language barriers, social isolation, various health-related problems, and other factors that inhibit the ability of such children to do well in school, and to prepare them to make a successful transition to postsecondary education or employment.

To ensure that migrant children have been accurately identified and served during the 2016-17 school year, the New York State Education Department (NYSED or “the Department”) is requiring each district to verify students coded as Migrant-eligible in its student 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 reaching out to you and the Data Coordinator in your district in a separate letter with specific instructions on how to complete this data reconciliation process. You should hear from them on or before June 16, 2017.

To determine which students in your school district for the 2016-17 school year are currently flagged in SIRS with the “Migrant” Indicator, 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 served with the appropriate academic programs and support services and that these students are appropriately identified and coded in SIRS. NYSED is required to submit 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 Chee, Coordinator of the State Migrant Education Program (MEP), at the Department. He can be reached at [kin.chee@nysed.gov](mailto:kin.chee@nysed.gov). 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: <http://www.p12.nysed.gov/accountability/T1/migrant/meops.html>.

Thank you very much for your assistance.

cc: District Data Coordinators  
METS Directors  
Rose Leroy  
Kristen DeSalvatore Jason  
Harmon  
Kin T. Chee