DEPARTMENT OF EDUCATION

Minnesota Migrant Education Program Basics and Eligibility for Contracted Districts

MMERC
Midwest Migrant Education Resource Center

September 23, 2020

Tri-Valley
Opportunity Council, Inc.
Head Start, Child & Family Programs

Agenda

9:00 – 9:45 Migrant Education Program Basics

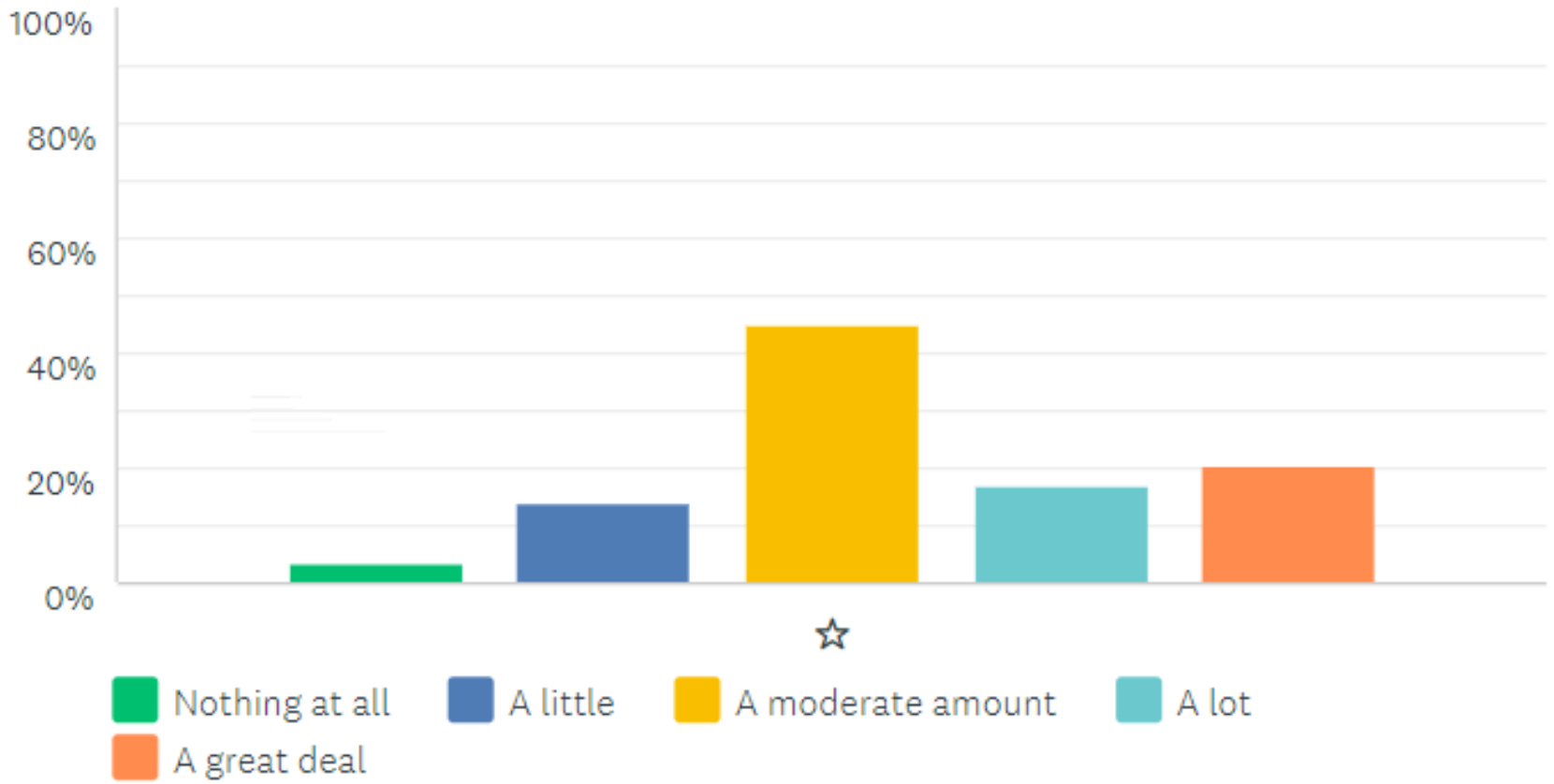
9:45 – 10:45 Eligibility Practice

10:45 – 11:30 MSIF and MSIX Training

12:00 – 2:00 Migrant Education Program Eligibility

2:00 – 3:00 MIS2000 Training

How much do you know about the MEP?



Migrant Education Program

Statute

- Elementary and Secondary Education Act (ESEA), Title I, Part C, Section 1301-1309, as amended

Code of Federal Regulations

- 34 CFR §§ 200.81-200.89

Guidance

- MEP Non-Regulatory Guidance (Oct. 3, 2010)

  https://www.youtube.com/watch?v=MWe5pcavv3Q

Preliminary Minnesota Migrant Data and Information

Approximately 777 eligible migrant students identified (decrease of 49%)

251 eligible migrant students served (decrease of 69%)

36 funded school districts (school year) with Migrant Liaisons

7 Summer Migrant Education Programs

Over 100 schools have at least 1 migrant student

Did you know?

- **Eligible migrant students** are **automatically eligible to receive free meals**
- **All transcripts and grades** of migrant students must be **submitted to Tri-Valley Opportunity Council** for entry into the Migrant Student Information Exchange (**MSIX**)
- Schools **can access** MSIX to learn about student's academic history, request school records and send move notifications
- Schools **can request** **Identification & Recruitment** as well as **professional development /staff training** from Tri-Valley Opportunity Council

The Minnesota Department of Education contracts

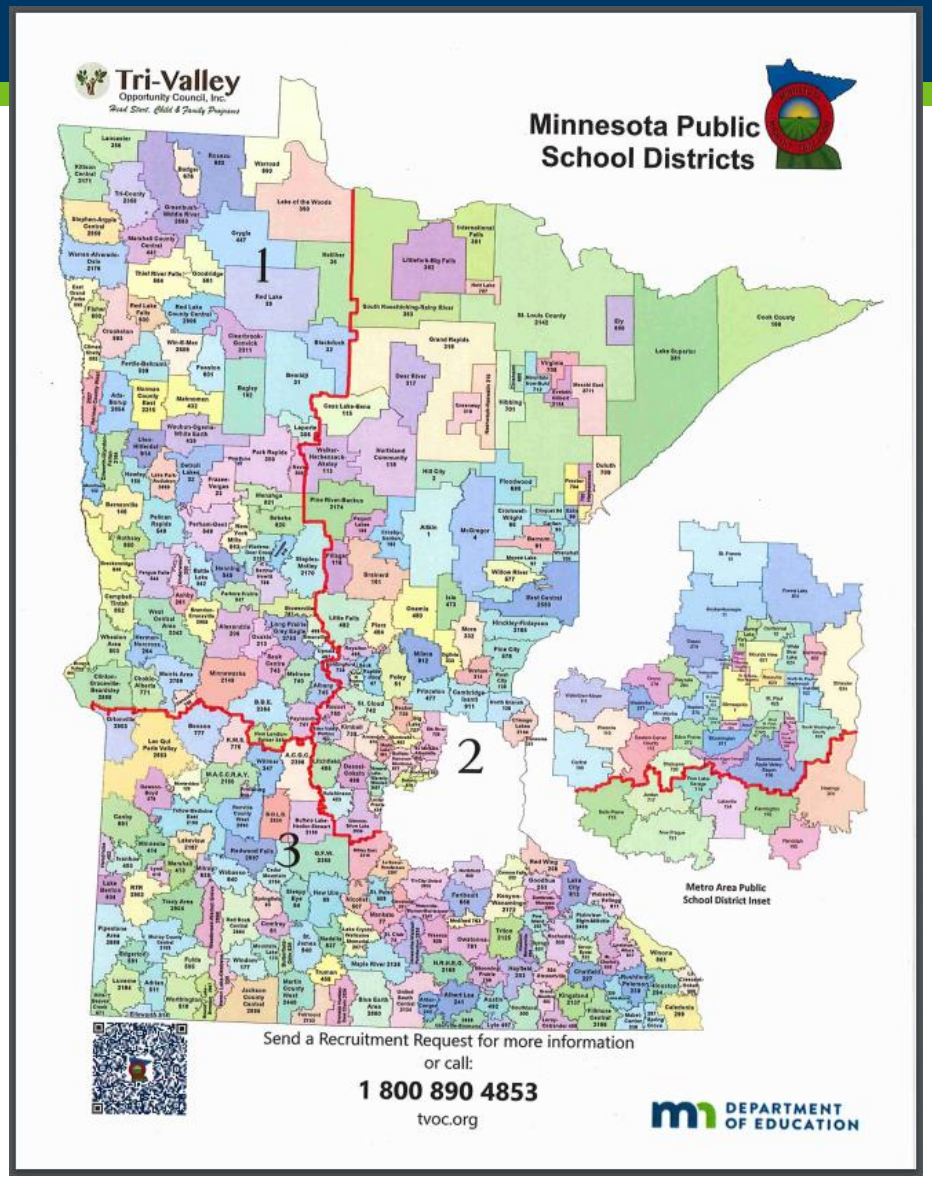
Tri-Valley Opportunity Council

to identify and recruit all eligible migrant students

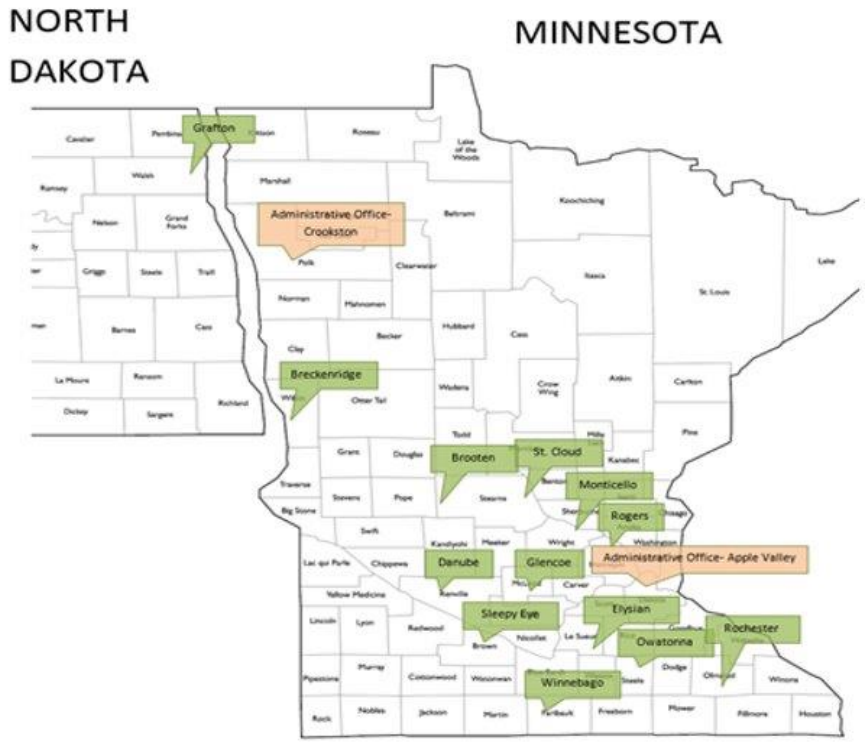
ID & R in Minnesota

Regional Recruiters

- **Region 1 – Randall Fallas Beita**
- **Region 2 – Yadira Zamora**
- **Region 3 – Maria Davila**



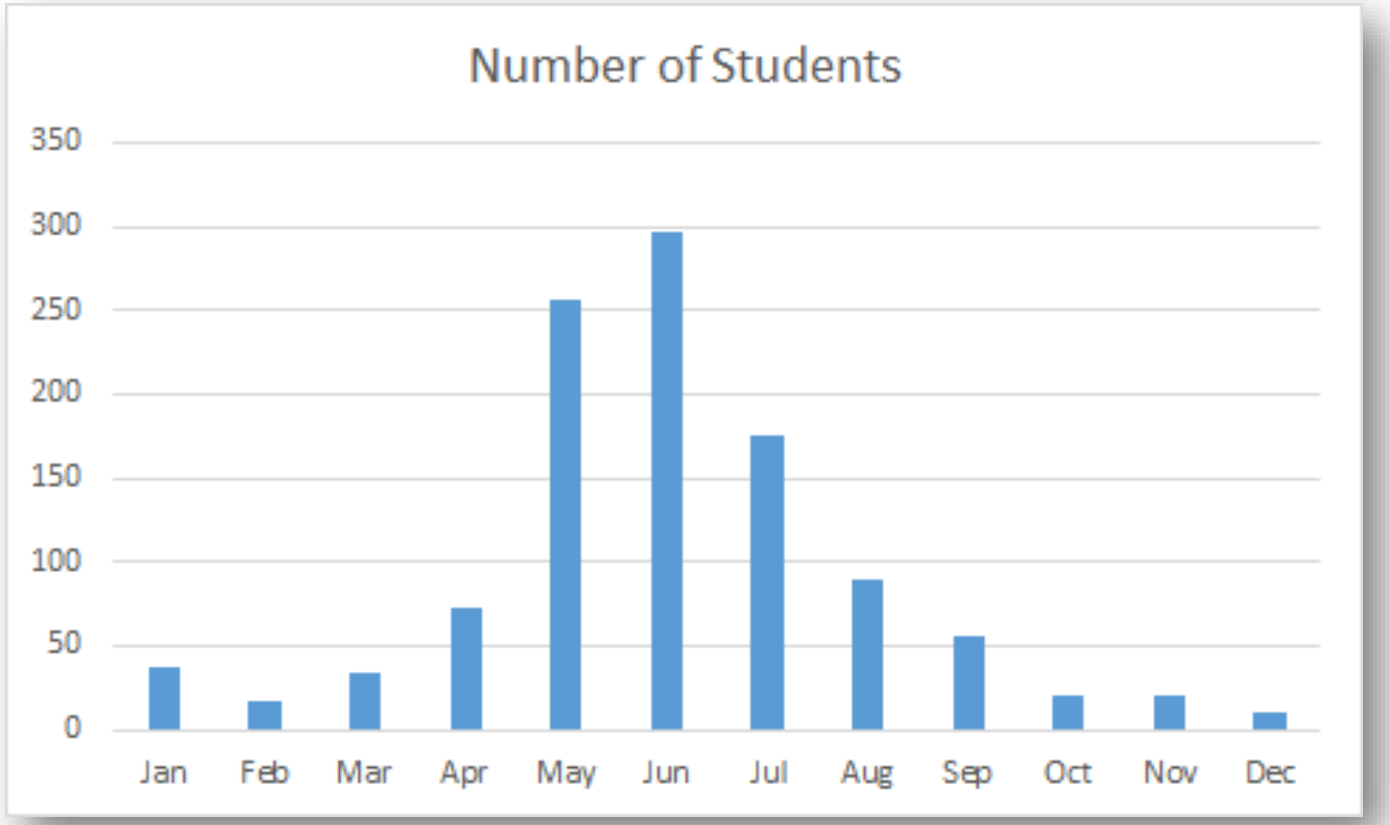
Programs	Sites
Migrant Seasonal Head Start	13
Head Start/Early Head Start	3
Title I C- Summer Migrant Education	7
SY School Districts	36



Tri-Valley Opportunity Council, Inc.
Head Start, Child & Family Programs

Qualifying Arrival Dates

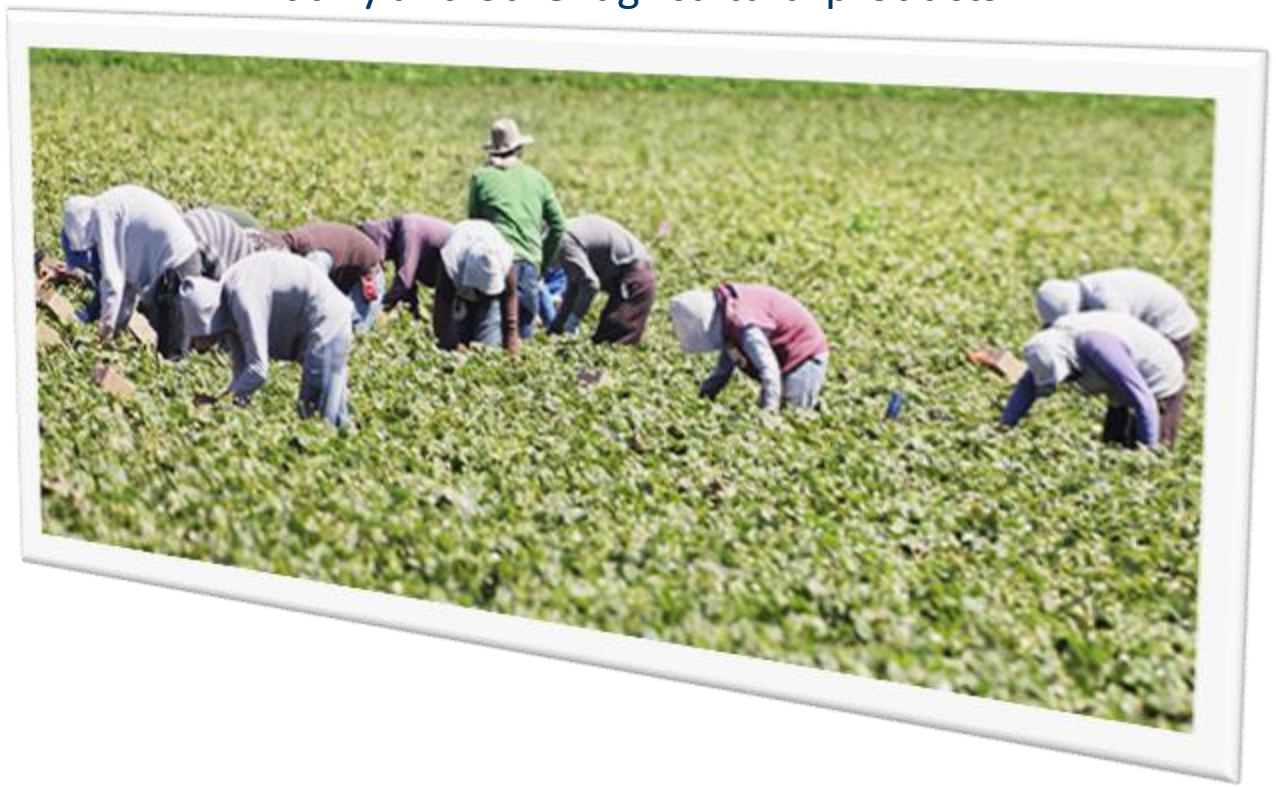
Most QADs in Minnesota are in May, June, and July



Migrant Families come to Minnesota to work in ...

1. Packing, cleaning and hauling Peas
2. Packing, sorting, hauling and de-tasseling corn
3. Picking rocks for field preparation
4. Potato fieldwork, grade, sort, and packing
5. Harvesting sugar beets
6. Packing soybeans
7. Milking and caring for dairy cows
8. Caring for Poultry
9. Packing for radishes
10. Field preparation for crops

* Qualifying Work includes seasonal and temporary jobs that help produce, harvest, and process crops, livestock, poultry, fish, shellfish, dairy and other agricultural products



Purpose of the Migrant Education Program as amended by Every Student Succeeds Act

1. To **assist States** in supporting **high-quality and comprehensive** educational **programs and services** during the school year and, as applicable, during summer or intersession periods, **that address** the **unique educational needs** of migratory children.

2. To ensure that **migratory children** who move among the States **are not penalized** in any manner by **disparities** among the **States in curriculum, graduation requirements, and challenging State academic standards.**

3. To ensure that **migratory children** receive **full and appropriate opportunities to meet the same challenging State academic standards** that all children are expected to meet.

4. To help **migratory 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 succeed in school.

5. To help **migratory children benefit from State and local systemic reforms**.

Migrant Education Program Basics

Children of migratory workers experience many unique challenges

- High level of mobility
- Cultural and language barriers
- Social and community isolation
- Health-related problems
- Highly disadvantaged socio-economic background

Federal Requirements

Identify and recruit	Collect	Manage	Report
Identify and recruit all eligible migratory students	Collect all minimum data elements for every migrant student in the state	Manage the state data system and MSIX	Report data in CSPR to OME

ALL DISTRICTS

- Indicator
- Ensure eligible families are receiving free meals
- Determine a Migrant Liaison (MDE-ORG)
- Access the Secure Migrant Identified Student Report
- Report the Minimum Data Elements to TVOC
- Utilize MSIX to help remove barriers for students

THE WHY

More eyes and ears in safe places where families go	School districts know when families enroll and withdraw
Trusted people to be certified to determine eligibility	Families typically trust people in school districts
Help students meet unique educational needs and remove barriers	Once the COE is approved, the student is automatically eligible for free meals MSIX includes student data and information to help correctly place students

THE WHAT

Understand eligibility and become certified to determine eligibility

Determine Eligibility

Advocate for migrant students and families

District Contracts

Invoices should be sent to Cris Young by <u>June 15, 2020</u>

Cris Young
Tri-Valley Opportunity Council
200 East Bowler Street
Le Center, MN 56057
Christine.young@tvoc.org

MMERC
HAMLINE UNIVERSITY
Midwest Migrant Education Resource Center
Serving Migrant Educators Since 1983

FREE RESOURCES

Lending library for any staff working with a migrant student

(Targeted Services, Enrichment camps, before after school program)

Supporting K-12 academic areas

Ready-to-Use Learning Center Activities

Thematic Unit in a Box

Math Manipulatives

ESL & Cultural

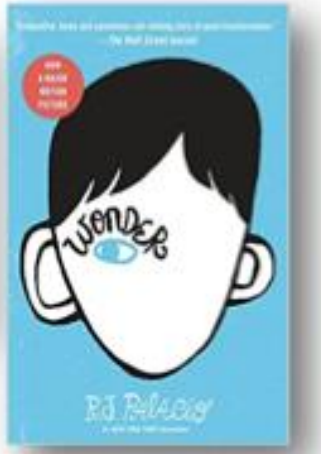
Language Arts

- LEGO StoryStarter, Reading Kits

STEM Resources:

- LEGO Robotics
- Ozobots
- Forensics
- Building Bridges

Games & much more



Need Help?... Tools and Resources

- Texas Migrant Interstate Program

  1-800-292-7006

  Tmip@sbcglobal.net

- Midwest Migrant Education Resource Center

  Lidi Guzmán

  651-645-9005 / 877-891-6379

  Lguzman02@hamline.edu

Recruiting Ideas

Send	Send friendly messages to families to introduce yourself and Title IC MEP
Try	Try different ways to communicate with families (email, texts, phone calls, word of mouth and familiy referrals)
Reach out	Reach out to families after business hours
Wear	Wear proper PPE if you are recruiting face to face

Recruitment Tips

Ask	Ask families if they could meet via phone or video calls
Share	Share resources with families such as Recruitment Request, TVOC info site, Migrant Program info)
Check MIS2000	Check MIS2000 before filling out a COE in order to avoid duplicate COEs on families
Check information	Check with families for correct name spelling and update information as needed

More Recruitment Tips

Verify	Make sure	Communicate
Verify COE information before submitting COE to LCAO	Make sure to ask families if they have non-school age children in their homes	Communicate with the homeless liaison in your school district; families may be both homeless and migratory

Recruitment Challenges and Possible Solutions

1. Use an alternate phone numbers if they don't answer
2. Check if family can make an appointment when they have time
3. Schedule an appointment for when they have time
4. Let them know what we have in place to keep them safe
5. Due to distance learning, families are opting to do online classes from TX schools instead of MN schools
6. Keep trying
7. Try to find an interpreter or translator

1. Families do not answer text and phone calls
2. Too many questions on new COE format
3. Families not having enough time to do eligibility questions
4. Families are afraid to send kids to school, summer program and centers due to COVID 19
5. Ensure families with 7^{th} -12^{th} gr students that we can coordinate with TX, notify Lidi for coordination between MN and TX schools
6. Appointment cancellations and having a tough time re-scheduling
7. Language barrier

- Title IC Migrant Education Program Eligibility

- Scenarios and Activities

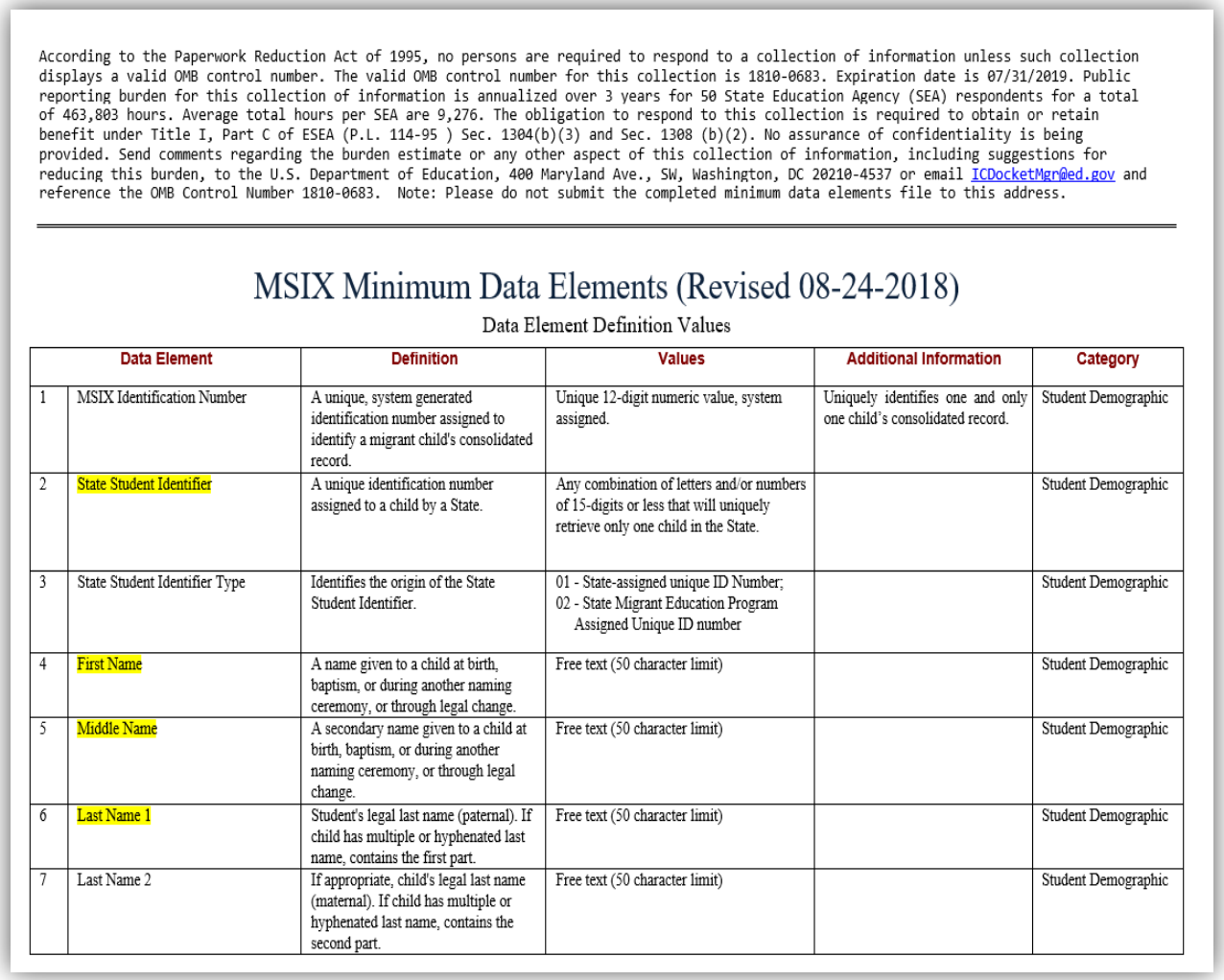
What Are Minimum Data Elements?

Required data collection from The Office of Migrant Education.

Minimum Data Elements (MDEs) are relevant to the MSIX child count.

- What does this mean?

We need to be collecting and entering information for ALL migrant students in the state.



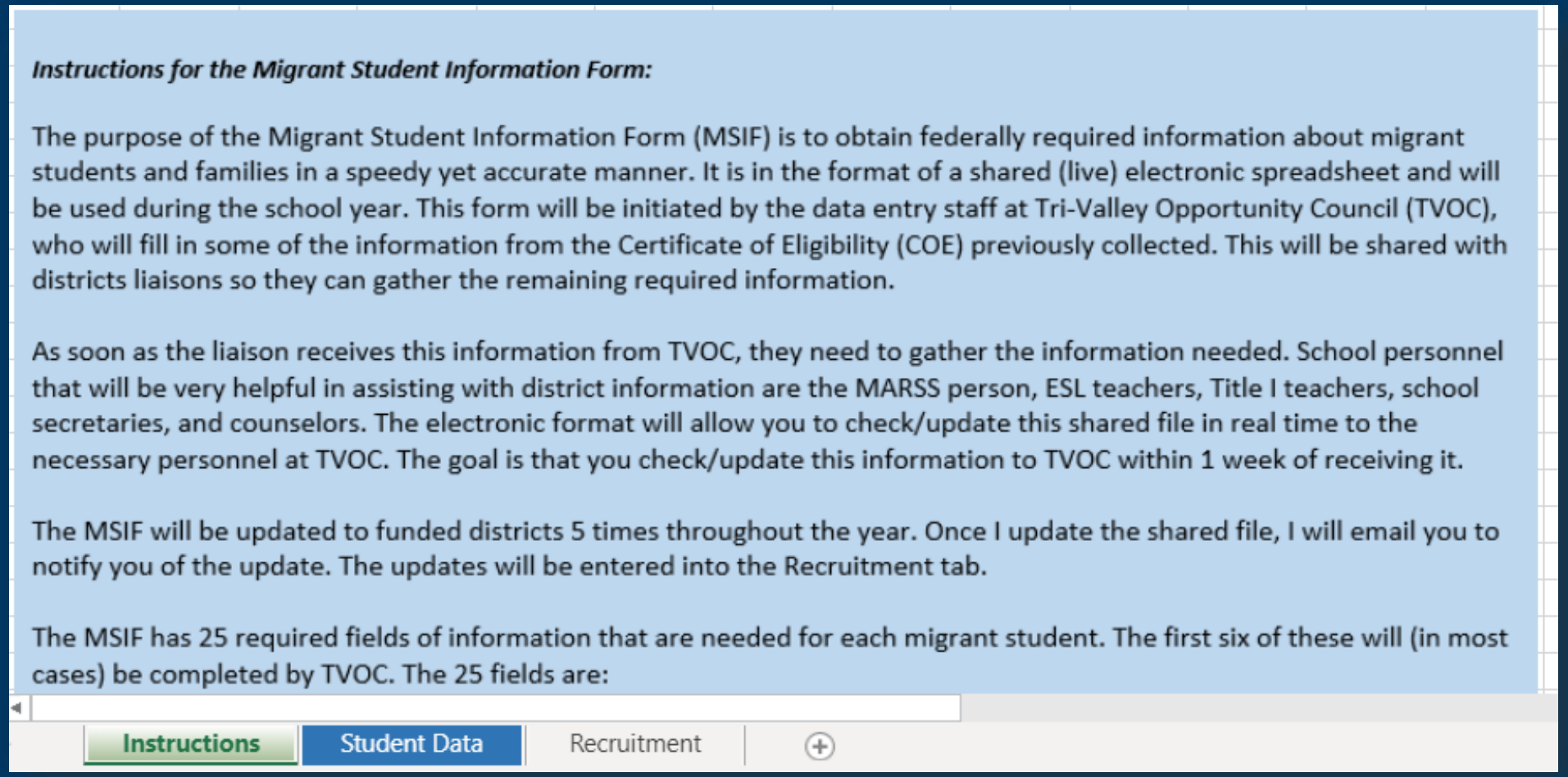
According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless such collection displays a valid OMB control number. The valid OMB control number for this collection is 1810-0683. Expiration date is 07/31/2019. Public reporting burden for this collection of information is annualized over 3 years for 50 State Education Agency (SEA) respondents for a total of 463,803 hours. Average total hours per SEA are 9,276. The obligation to respond to this collection is required to obtain or retain benefit under Title I, Part C of ESEA (P.L. 114-95) Sec. 1304(b)(3) and Sec. 1308 (b)(2). No assurance of confidentiality is being provided. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the U.S. Department of Education, 400 Maryland Ave., SW, Washington, DC 20210-4537 or email ICDocketMgr@ed.gov and reference the OMB Control Number 1810-0683. Note: Please do not submit the completed minimum data elements file to this address.

MSIX Minimum Data Elements (Revised 08-24-2018)

Data Element Definition Values

	Data Element	Definition	Values	Additional Information	Category
1	MSIX Identification Number	A unique, system generated identification number assigned to identify a migrant child's consolidated record.	Unique 12-digit numeric value, system assigned.	Uniquely identifies one and only one child's consolidated record.	Student Demographic
2	State Student Identifier	A unique identification number assigned to a child by a State.	Any combination of letters and/or numbers of 15-digits or less that will uniquely retrieve only one child in the State.		Student Demographic
3	State Student Identifier Type	Identifies the origin of the State Student Identifier.	01 - State-assigned unique ID Number; 02 - State Migrant Education Program Assigned Unique ID number		Student Demographic
4	First Name	A name given to a child at birth, baptism, or during another naming ceremony, or through legal change.	Free text (50 character limit)		Student Demographic
5	Middle Name	A secondary name given to a child at birth, baptism, or during another naming ceremony, or through legal change.	Free text (50 character limit)		Student Demographic
6	Last Name 1	Student's legal last name (paternal). If child has multiple or hyphenated last name, contains the first part.	Free text (50 character limit)		Student Demographic
7	Last Name 2	If appropriate, child's legal last name (maternal). If child has multiple or hyphenated last name, contains the second part.	Free text (50 character limit)		Student Demographic

A Closer Look At The MSIF



Instructions for the Migrant Student Information Form:

The purpose of the Migrant Student Information Form (MSIF) is to obtain federally required information about migrant students and families in a speedy yet accurate manner. It is in the format of a shared (live) electronic spreadsheet and will be used during the school year. This form will be initiated by the data entry staff at Tri-Valley Opportunity Council (TVOC), who will fill in some of the information from the Certificate of Eligibility (COE) previously collected. This will be shared with districts liaisons so they can gather the remaining required information.

As soon as the liaison receives this information from TVOC, they need to gather the information needed. School personnel that will be very helpful in assisting with district information are the MARSS person, ESL teachers, Title I teachers, school secretaries, and counselors. The electronic format will allow you to check/update this shared file in real time to the necessary personnel at TVOC. The goal is that you check/update this information to TVOC within 1 week of receiving it.

The MSIF will be updated to funded districts 5 times throughout the year. Once I update the shared file, I will email you to notify you of the update. The updates will be entered into the Recruitment tab.

The MSIF has 25 required fields of information that are needed for each migrant student. The first six of these will (in most cases) be completed by TVOC. The 25 fields are:

Instructions | Student Data | Recruitment

New Fields The MSIF

- Student is moving to State - *New*
- Student is moving to District - *New*
- Student is moving to School - *New*
- Move Notification Sent - *New*

Important Information

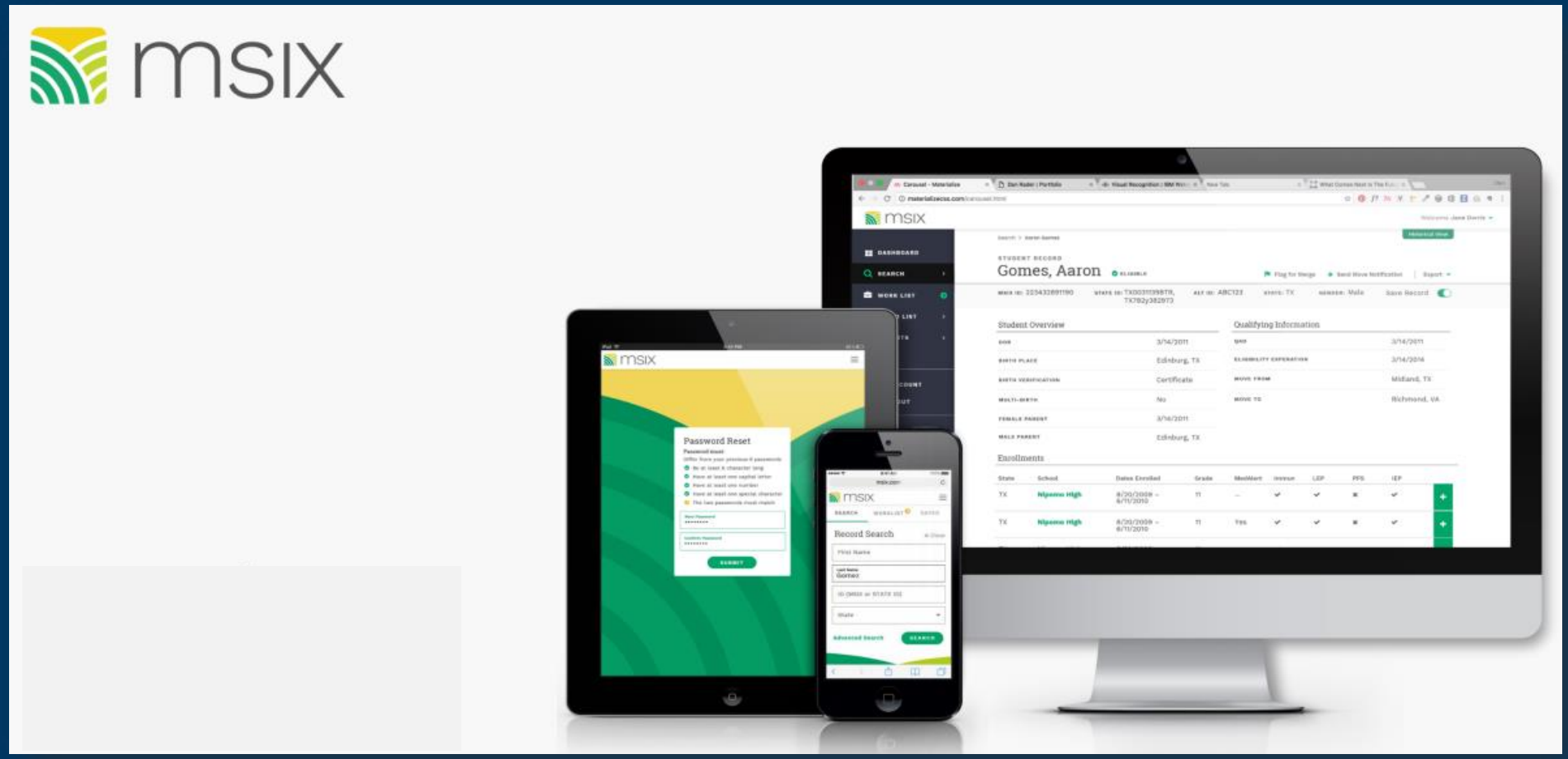
- Check & Update Excel File consistently
- Do not leave required information unfilled
- Courtesy email communication on shared file
- All changes and/or additions must be made in **RED** font

More Important Information

- Withdrawal dates should never be blank
- As soon as a student leaves your district enter their withdrawal date
- When a student leaves your district, and you know where they are going to move to. Please do a Move Notification on MSIX
- If you have any questions, please do not hesitate to reach out

Questions on MSIF

Migrant Student Information Exchange (MSIX)



Migrant Student Information Exchange (MSIX)

TVOC is responsible for collecting and entering all minimum data elements for each migrant student that is in the state of Minnesota.

Minimum Data Elements are relevant to the MSIX child count.

Missing MDEs may cause a child to be excluded from the MSIX child count.

It is extremely important to enter COEs in with correct information – review your entered & submitted COEs.

Common mistakes are birth dates, spelling of names, and grade level.

MSIX Enhancements

Self-managed passwords

As of March 9, 2020 MSIX implemented the self-managed password feature and you are now able to reset your own MSIX password.

Moving forward, MSIX will use “challenge questions” to allow you to reset your password without contacting your MSIX User Administrator.

For further information on how to self-manage your password, please refer to the Cyber Security PowerPoint provided to you and your staff.

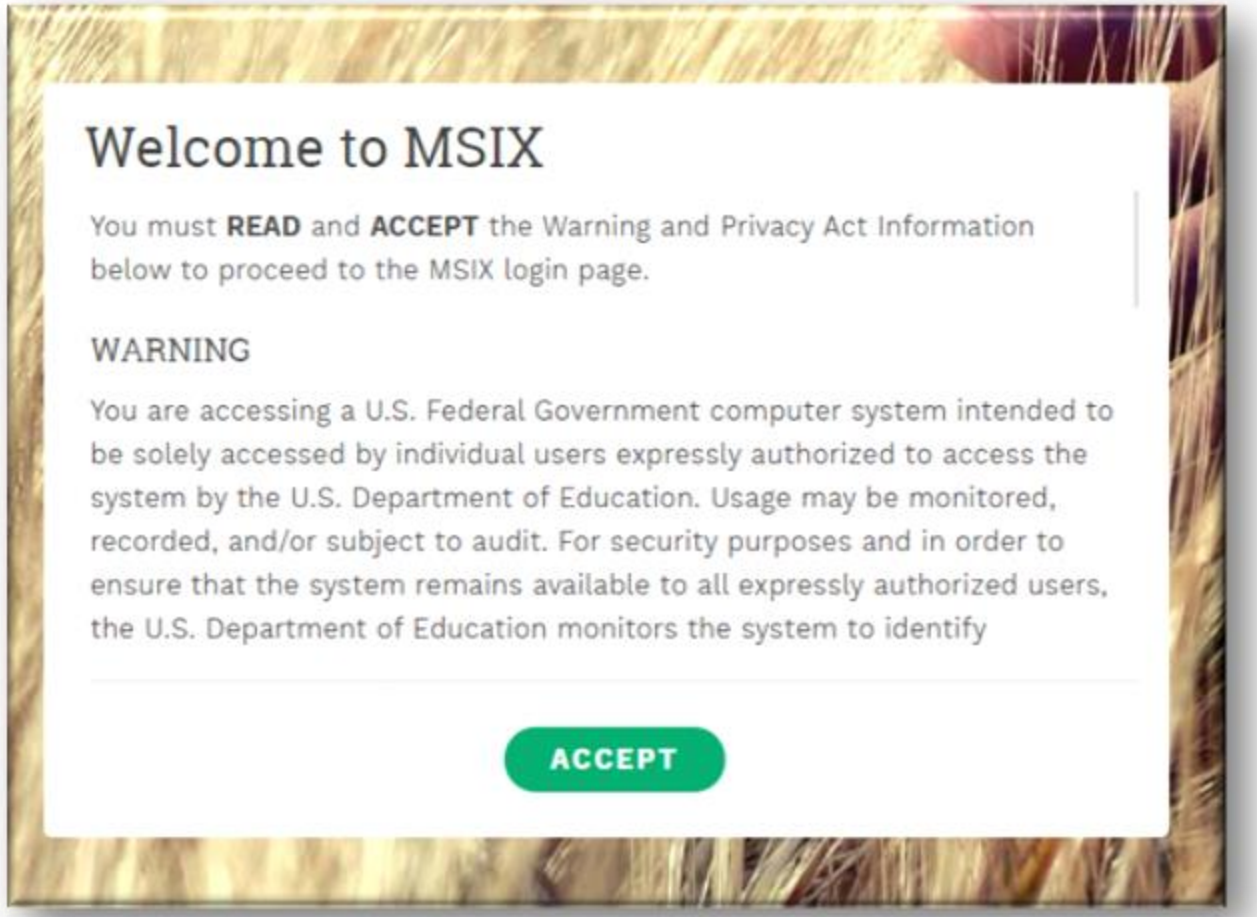
The provided Cyber Security PowerPoint will also cover important security information.

Ensure your MSIX account is active and confirm that you can log into MSIX!

Welcome to MSIX!

A Welcome Screen will appear with…

Information you must **READ** and **ACCEPT** before you proceed to the login page.



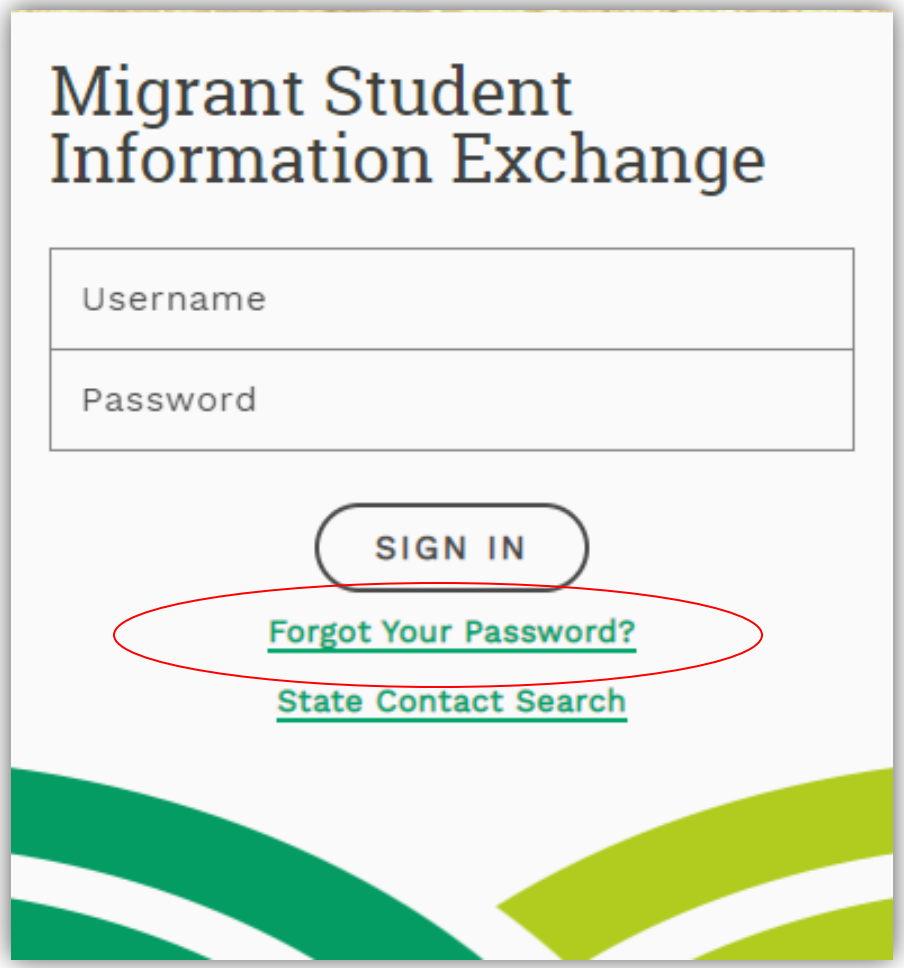
MSIX Support

Linda can help you with...

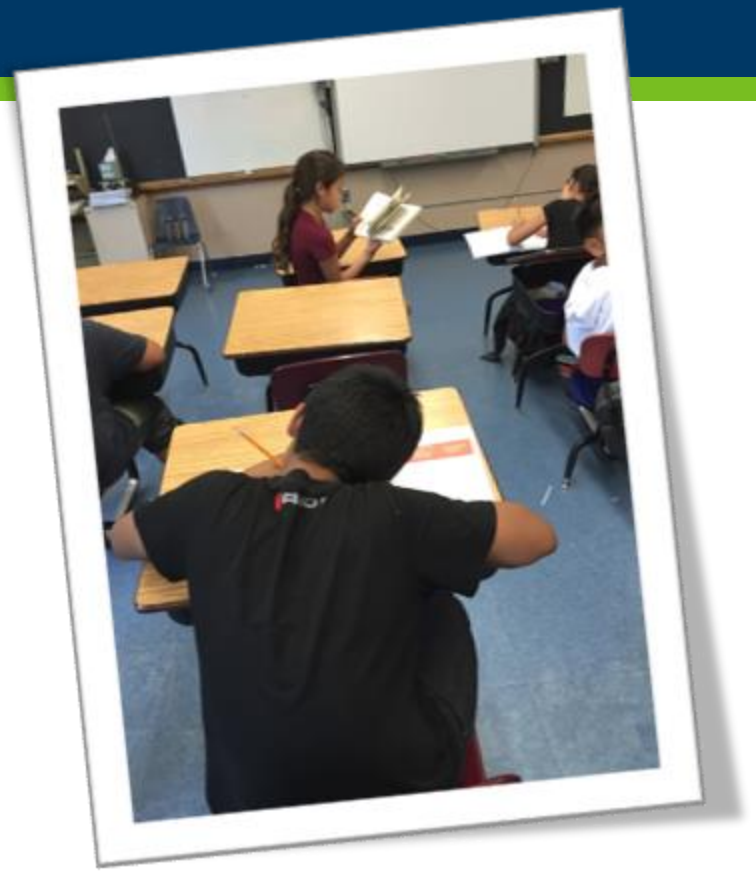
- MSIX Applications
- Create an MSIX account
- Login Assistance
- Website support

https://msix.ed.gov/msix/#/login

Linda.fournier@tvoc.org



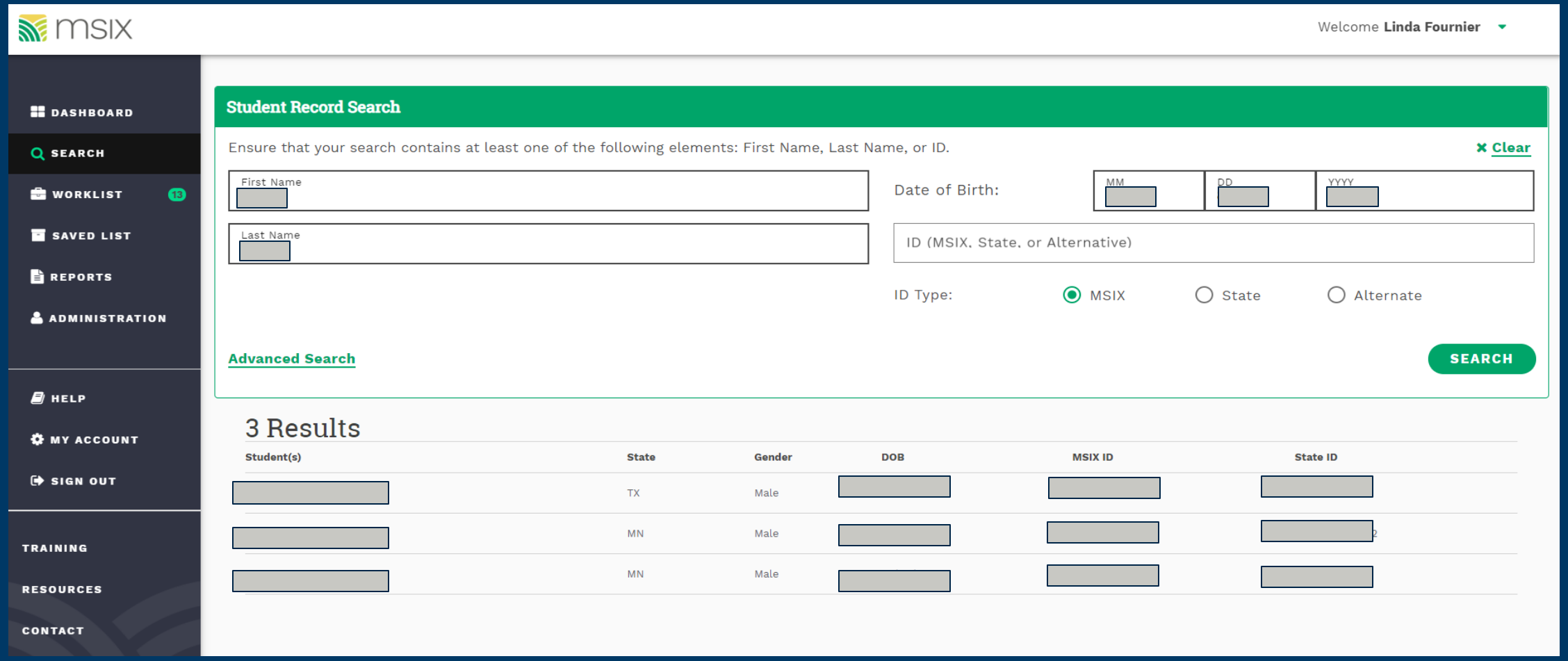
Why is MSIX a great tool for you?



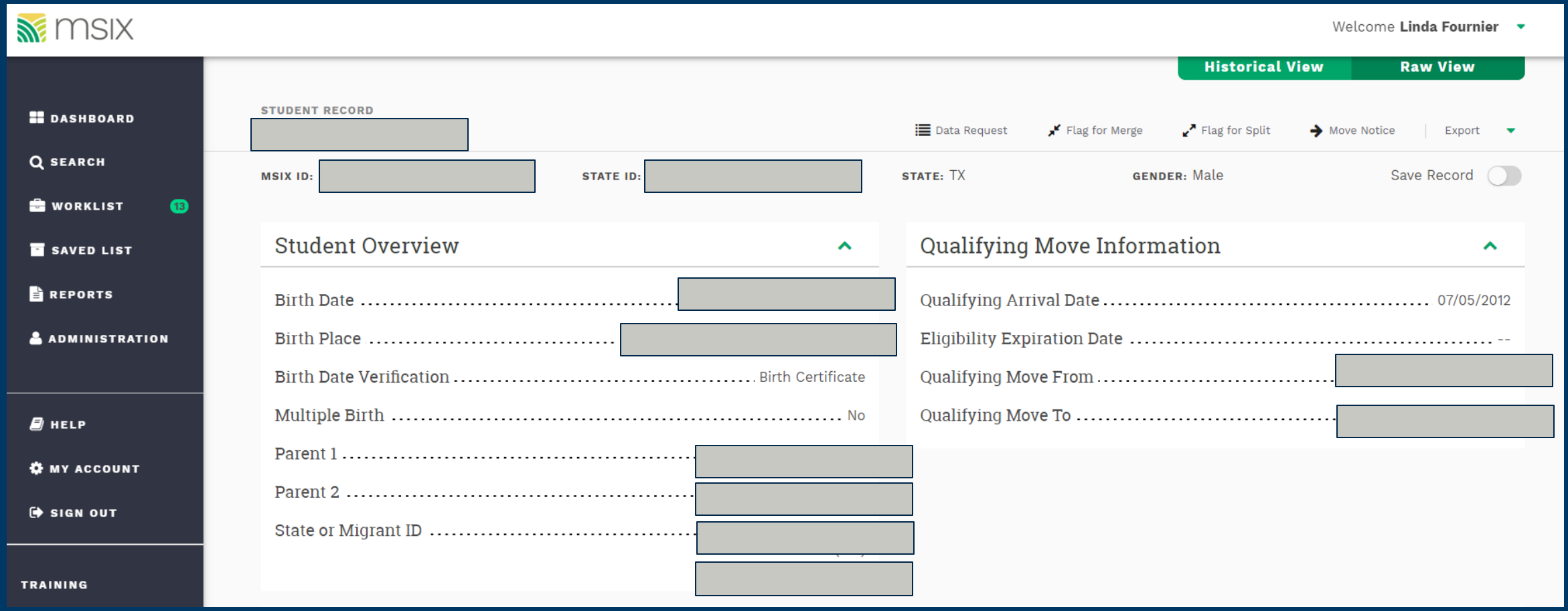
MSIX will provide you with information on...

- Enrollment dates and location
- Immunization records and medical alerts
- IEP and Priority for Service (PFS)
- Credit accrual and Course history
- State assessment history
- In addition, MSIX provides and sends notifications to state/schools when a migrant student is moving.

Student Search



Student Overview



Student Overview

Enrollments

State	School or Project	Enrollment Date	Withdrawal Date	Grade	Med Alert	Immun	EL	PFS	IEP
TX	C C WINN HIGH SCHOOL	08/25/2014	06/03/2015	10	None	Yes	No	Yes	No

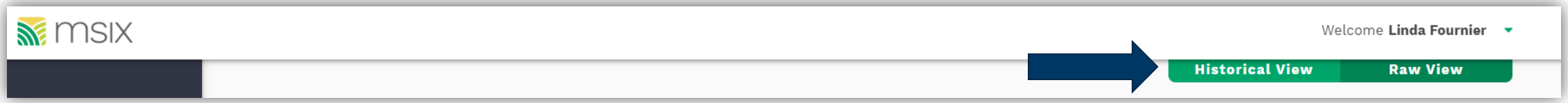
Assessments

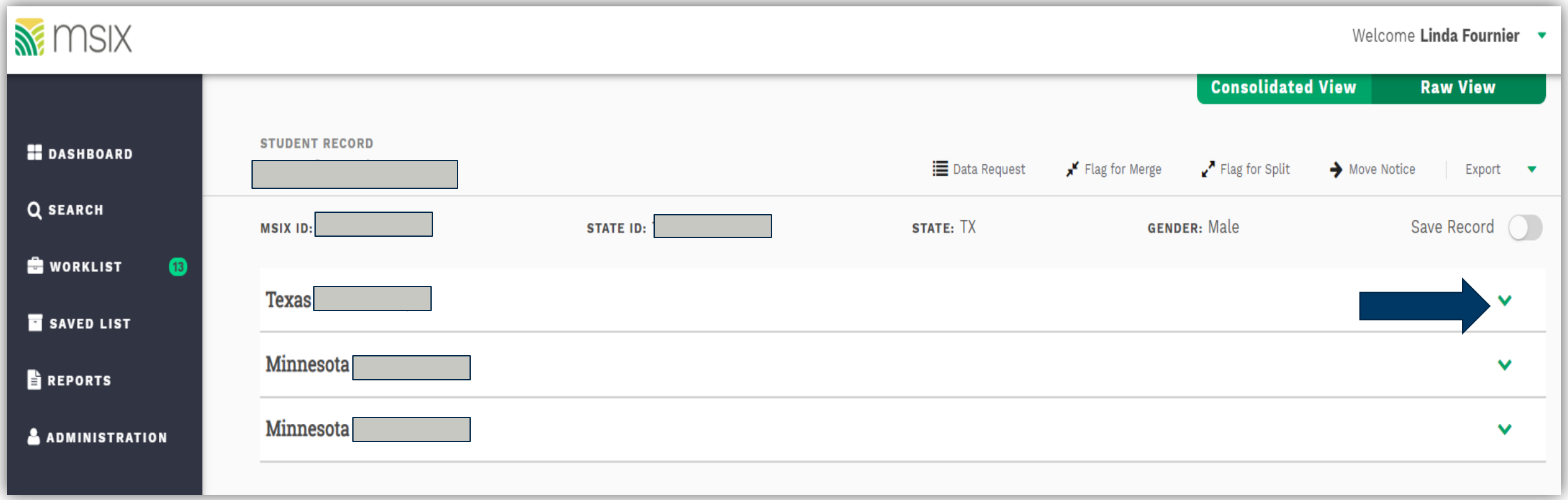
State	Assessment Title	Date	Content	Type	Interpretation
TX	STAAR EOC	04/2016	US History	Exit Exam	Passed

Course History

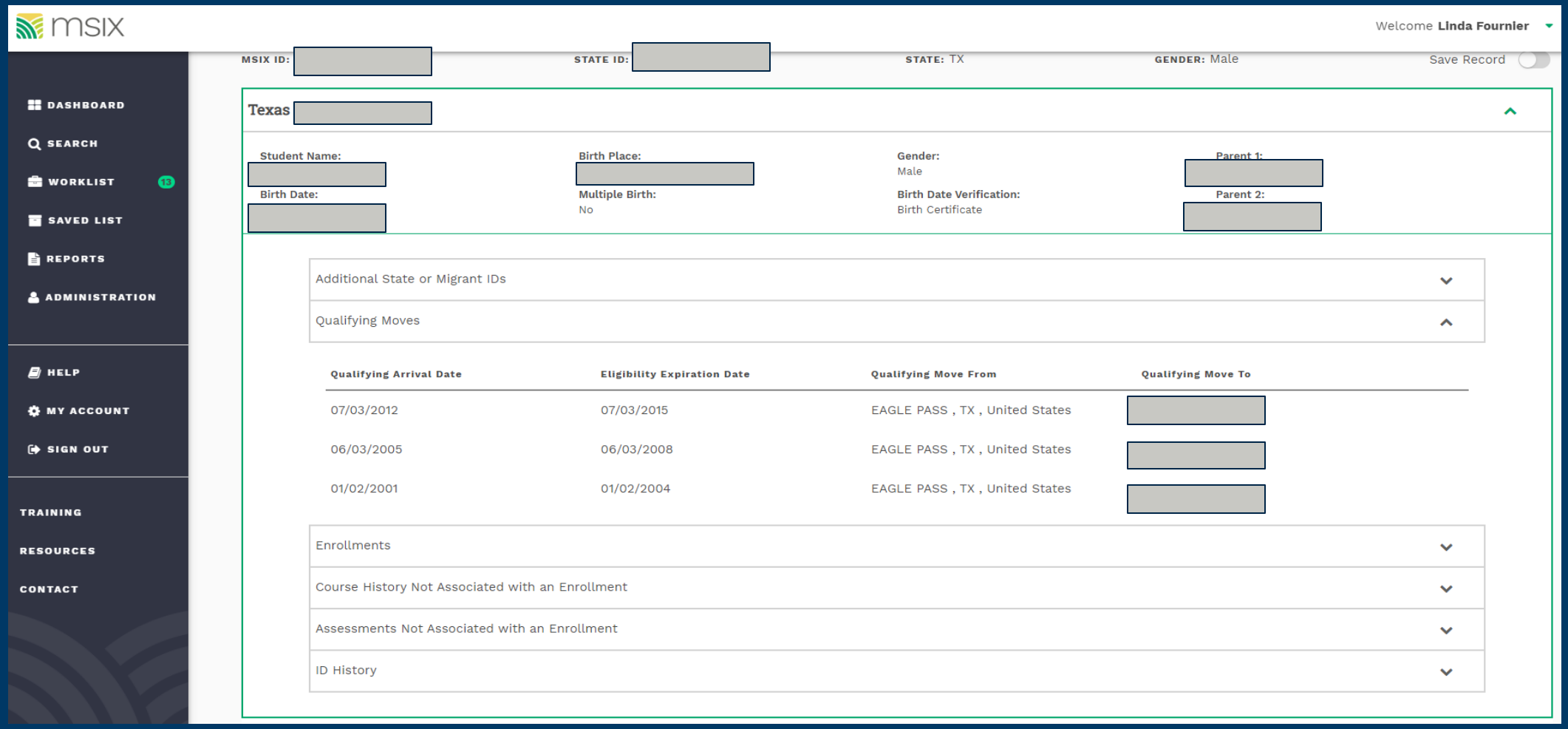
Course Title	Academic Year	Subject Area	Final Grade	Credits Granted	Grade-To-Date	Clock Hours
TSDATAE	–	Career and Tech	83	0.5	–	–

Historical View

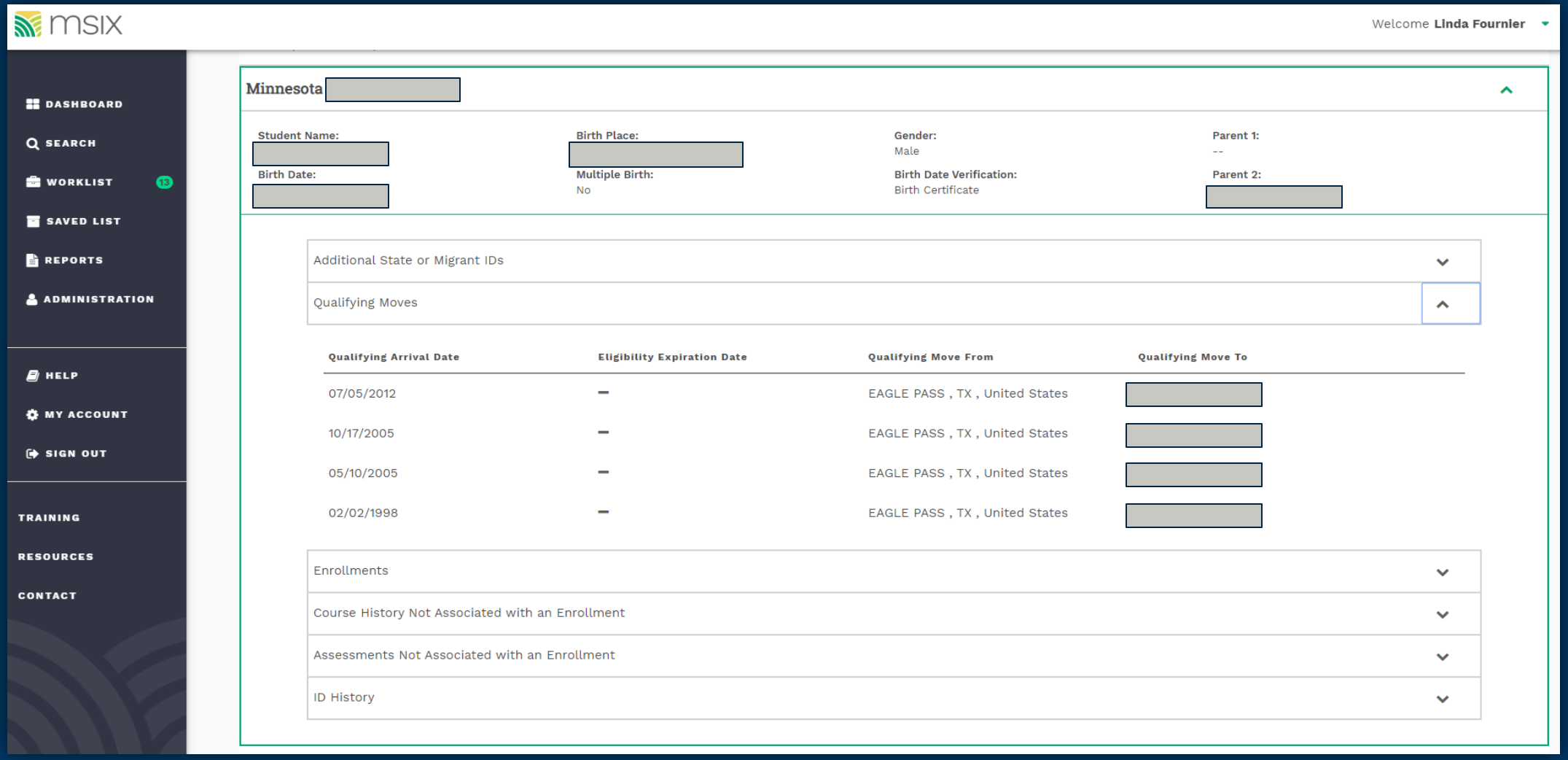




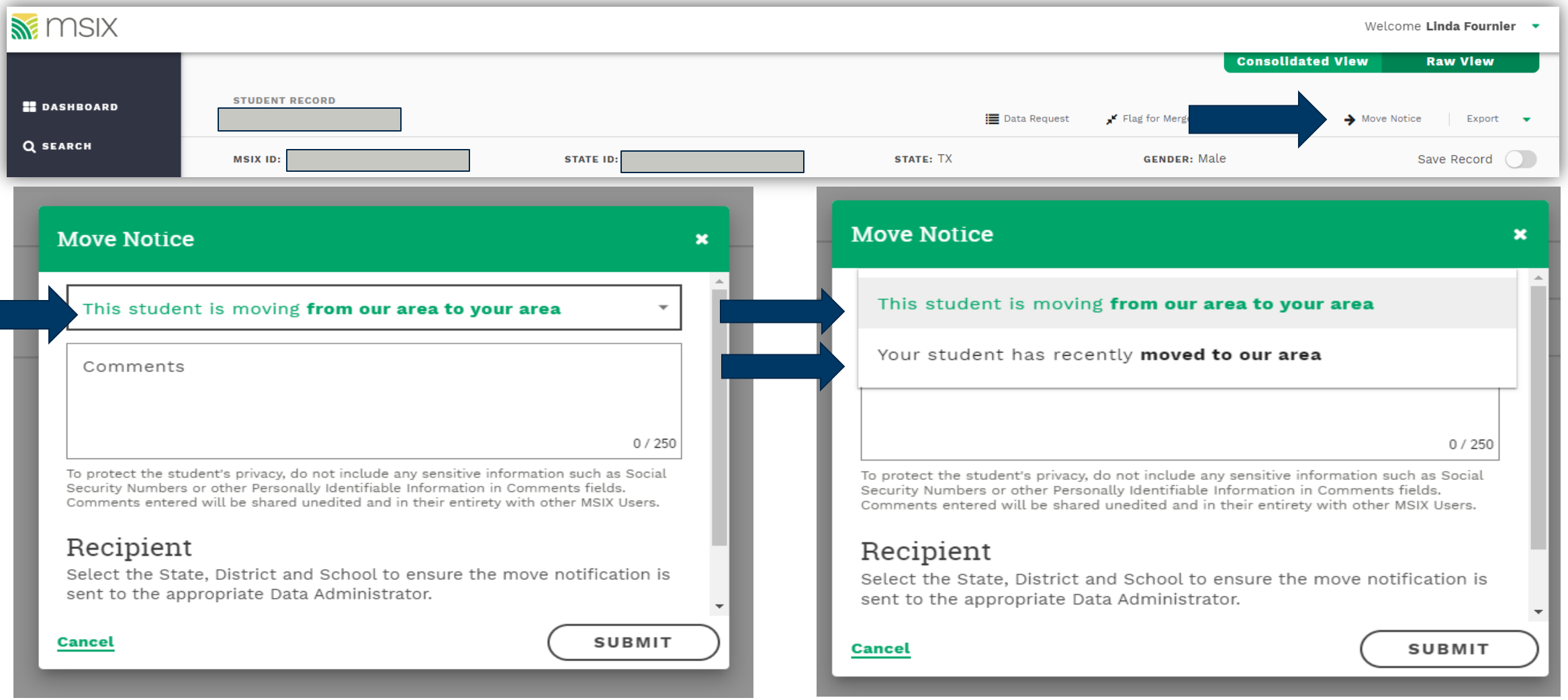
Nested Information for TX



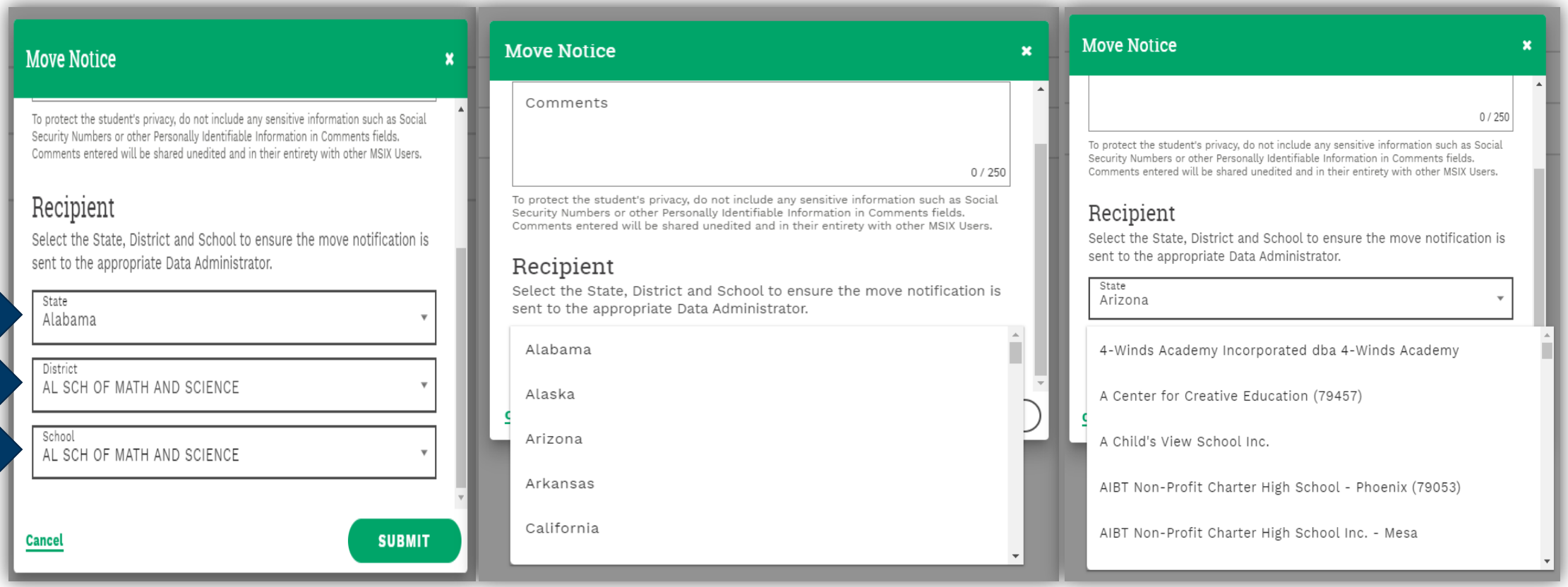
Further Nested Information for MN



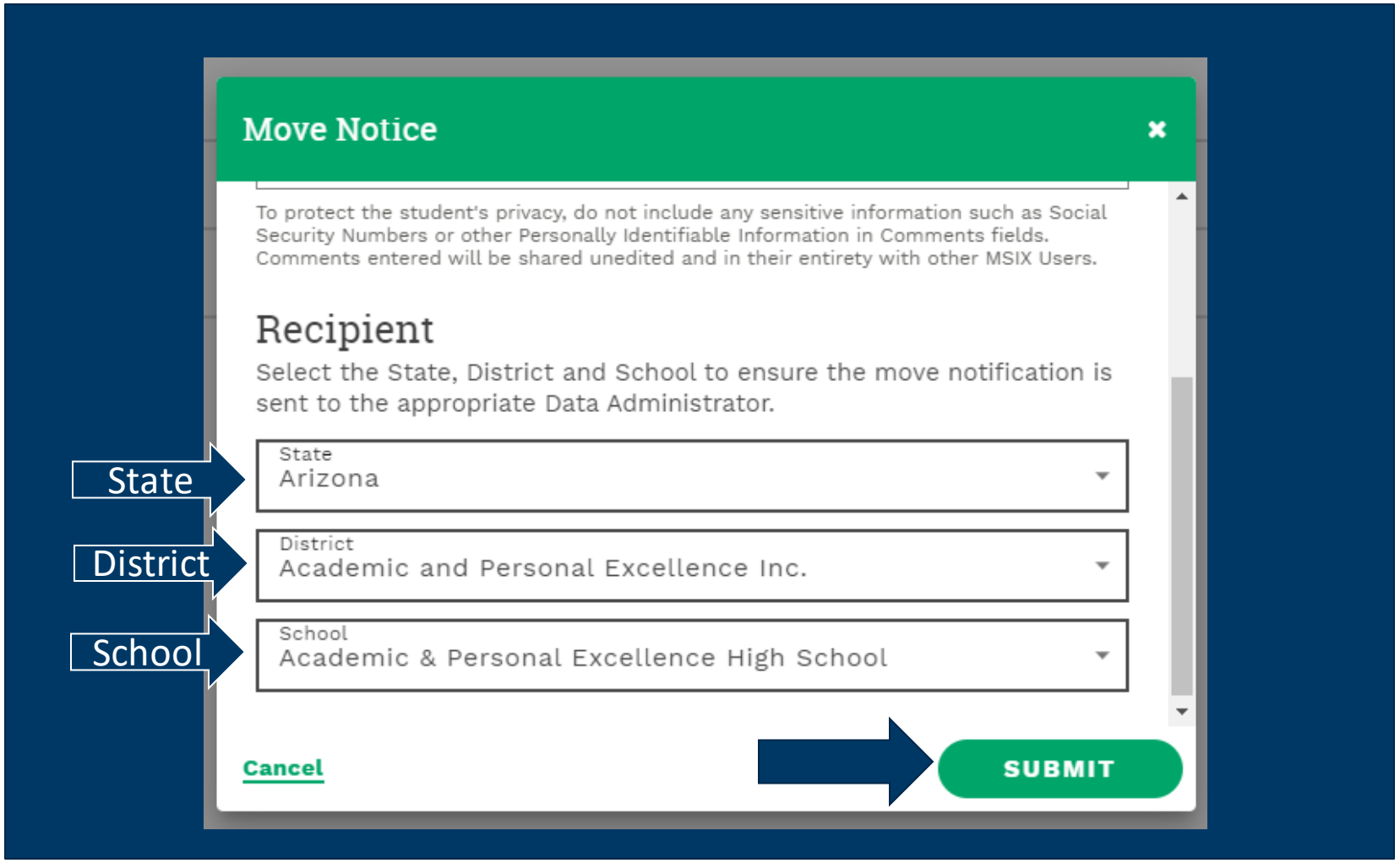
Move Notifications – How To



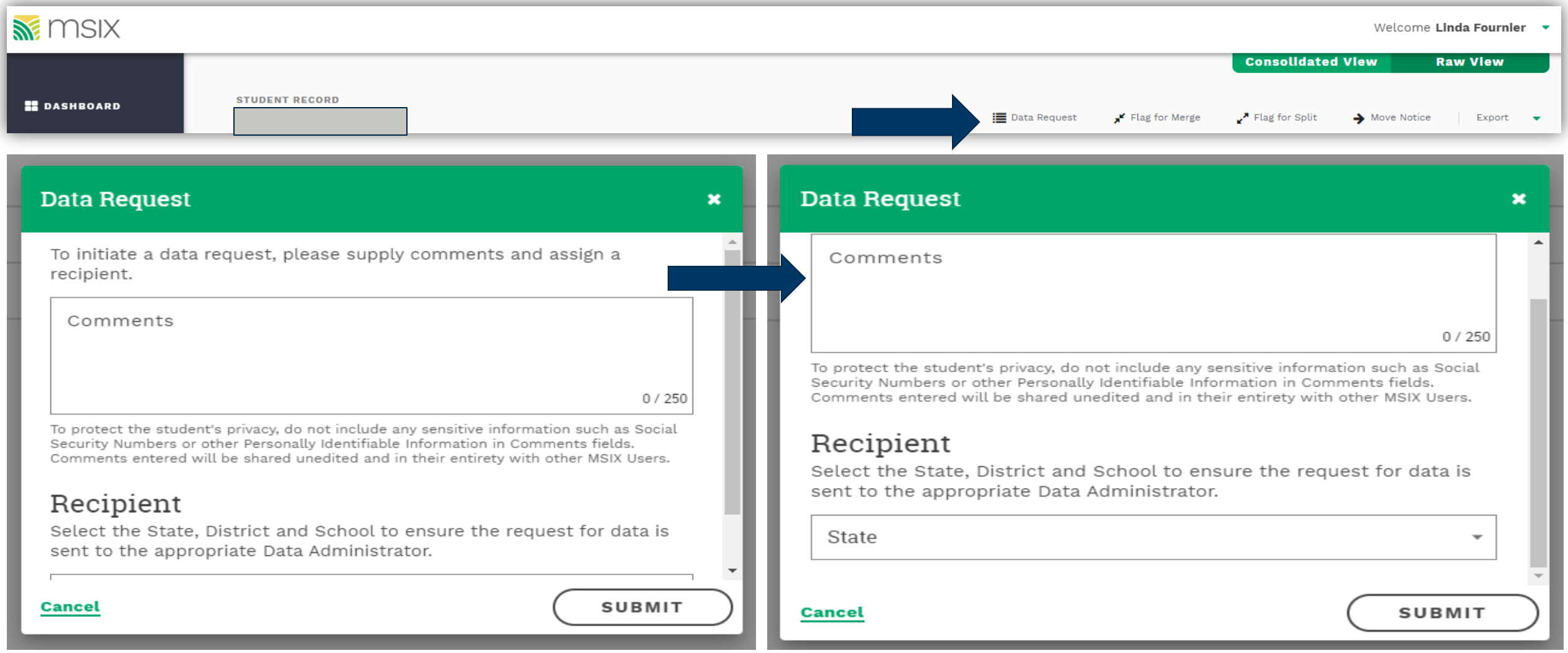
Move Notification



Submit Move Notification



Data Request – How To



Review

- Research a student's MSIX history to determine any special needs/circumstances such as:
  - ❖Limited English Proficient (LEP) status
  - ❖Individualized Education Plan (IEP) status
  - ❖Medical alerts
  - ❖Priority for Services (PFS) status

- Communicate any special needs/circumstances that the receiving State should know.
- You at the district can review secondary course history information to ensure students are on track to graduate.

Review

- Send move notifications when students leave your area to assist the next State's recruitment efforts.
- Receive notifications when students arrive in your area.
- Review past move information to assist you in verifying previous qualifying, as well as non-qualifying, moves when interviewing families.
- Review a student's migrant history to assist in the needs assessment process.
- Search for immunization flags to determine if immunization records exist and where the records reside.

Review

- Review facility contact information for a school the student previously attended.
- View a student's enrollment and course history information to help you:
  - ❖Place a student in the correct courses (either the continuation of a course in progress or the next course in a logical sequence)
  - ❖Determine what credits a student needs for graduation
  - ❖Determine a student's most recent grade placement
  - ❖View a student's assessment history to determine additional assessment needs

Scenario 1

In August you receive a move notification from your state administrator. The notification makes you aware that Marc Anthony will arrive in your district.

Before Marc arrives in your district, you check MSIX and MSIX has that Marc has an Individualized Education Plan (IEP).

You can contact Marc's previous school and request his IEP. This is something you can also confirm with the parents of Marc.

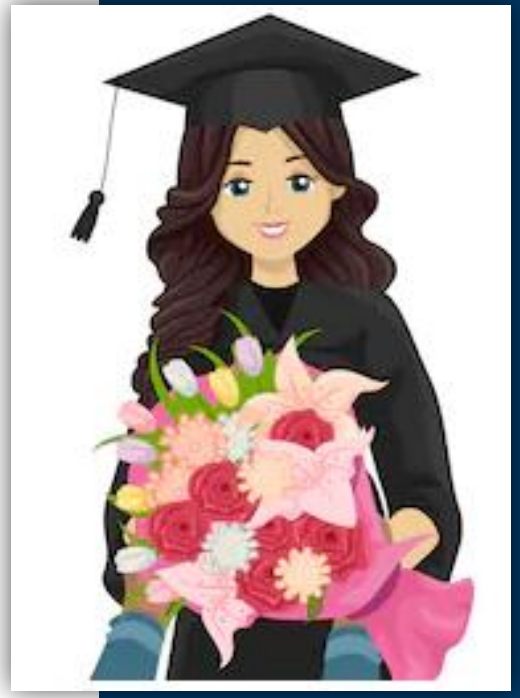
Scenario 2

Rosa and her family just moved to your area, however, they cannot recall all of the cities where they have lived in the last couple of years.

You access MSIX to review the cities where Rosa and her family have lived, her qualifying arrival dates and contact information for previous districts.

You may contact and reach out where the family has lived and find out what their qualifying activities were in each place, then you can confirm the information obtained with the family. You use MSIX information to assist you in your interview with Rosa's parents to determine eligibility.

Scenario 3



Angelica is 18 and is enrolling in her second school of the year. She hopes to graduate from high school in a few months.

Neither Angelica nor her mom have copies of her earlier transcripts showing her credits accrued.

The counselor at the new school has been granted access by the state MEP and accesses MSIX. Since MSIX contained all of Angelica's coursework and grades the counselor determines that if Angelica finishes the current semester with passing grades, she will have enough credits to graduate high school.

Scenario 4

Omar Lopez arrives in your district. He states he has already taken Algebra 1 in Texas and does not wish to take it again.

You look in MSIX and see that he has indeed taken Algebra 1 in Texas like Omar stated.

Now you can place Omar in the appropriate course. This pleases Omar and his parents.

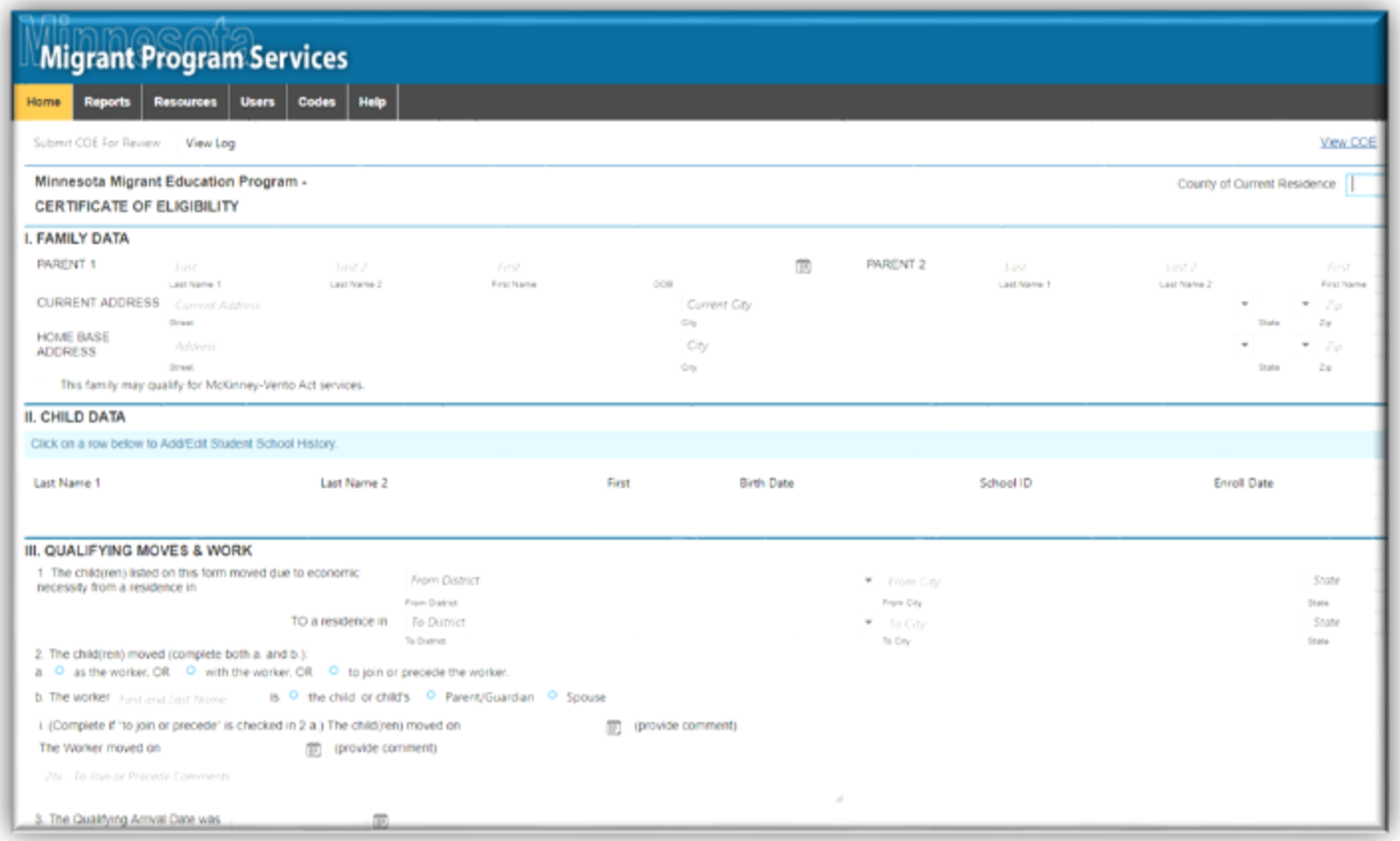
Questions on MSIX

Web-Based MIS2000

Web-Based – Migrant Information System

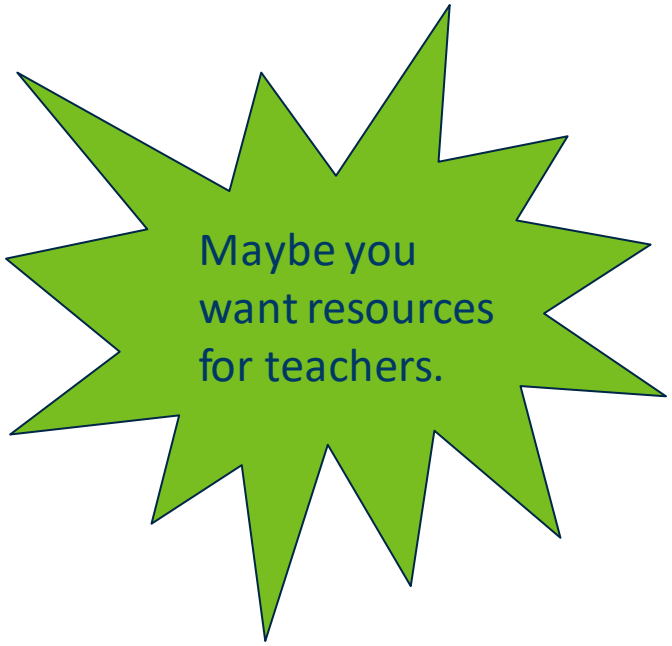
- Search for a COE before entering
- View COEs
- View students in a district
- Enter a COE
- Submit a COE
- Address rejected COEs
- Print out approved COEs

http://www.msedd.com/Demos



Questions on MIS2000

Check it out!



https://www.tvoc.org/services/head-start/summer-migrant-education/

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DEPARTMENT OF EDUCATION

Tri-Valley Opportunity Council, Inc.
Head Start, Child & Family Programs

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Thank you!