



THE STATE EDUCATION DEPARTMENT  
Office of P-12 Education  
Office of Accountability  
Title I School & Community Services  
Room 365 EBA  
Albany, New York 12234  
Tel. 518-473-0295 / Fax: 518-486-1762



To: Superintendents and Data Coordinators of Long Island – Metro Region Schools  
From: Julia Schnurman, Migrant Education Program Director  
RE: **MIGRANT STUDENT DATA VERIFICATION**  
Date: June 2018

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This is a follow-up to a memo that was sent to your District on June 7, 2018 from Assistant Commissioner Ira Schwartz requesting assistance in verifying students coded as Migrant-eligible in your district's student management systems against a list of students that have been issued Certificates of Eligibility (COE) for migrant education program eligibility and participation, and to send the corrected data for inclusion in the Student Information Repository System (SIRS).

If *no* Agricultural Migrant eligible students were identified in your district your District's SIRS report should have a "0", and no further action is necessary.

If you have Agricultural Migrant Eligible students, you will find a list of those Migrant-eligible students who resided in your district at any time during the 2017-18 school year enclosed.

◇ *If any of these students are **not** identified as Migrant-eligible in your student management system, please update your records to reflect their accurate Migrant-eligible status and submit revised data to SIRS.*

**Directions:** To determine which students are currently flagged in SIRS with the "Migrant" Indicator in your school district for the 2017-18 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 who your district has reported with the **Migrant** Indicator. Please compare this data with the enclosed list.

◇ If you have students *who are identified* as Migrant-eligible in your information management system, *but they are not on the enclosed list*, please **update your records** accordingly based on the enclosed to reflect their accurate Migrant-eligible status and submit revised data to SIRS.

As indicated, this reconciliation process is important in ensuring that all Migrant-eligible students are served with the appropriate academic and support programs and services. If you have any questions or concerns regarding this reporting process, please do not hesitate to contact **Kin Chee**, Coordinator of the Migrant Education Program, at the Department. He can be reached at [kin.chee@nysed.gov](mailto:kin.chee@nysed.gov) or 518-473-0295.

You may also wish to contact our Office directly, at the Long Island – Metro Migrant Education Program listed below.

Thank you very much for your assistance.

*Julia Schnurman*

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