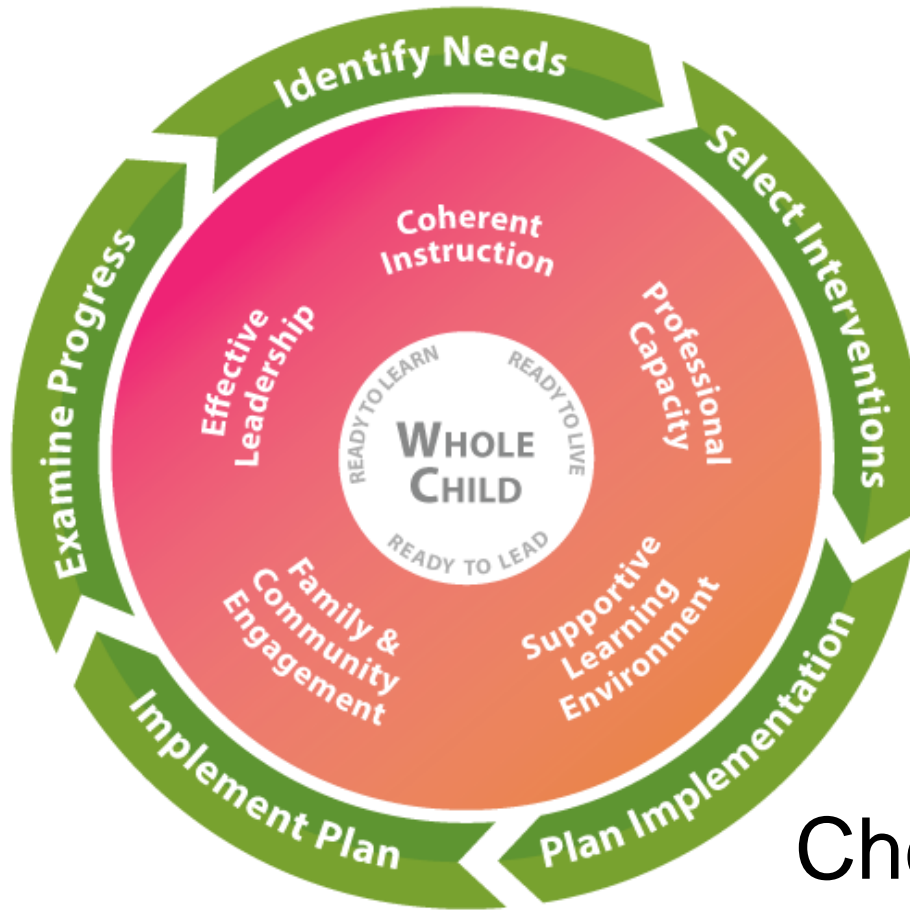


Welcome



Check your audio

Title I, Part C Education of Migratory Children

Annual Re-signs Training



Agenda



MEP Data Reports Cycle



Annual Re-sign Process



Check your Knowledge Questions



MEP Report Reminders

About this training

This training is designed to provide school district migrant staff and contacts with an overview of the **Re-sign process** for the MEP.

Information source

The information in this training is taken from the U.S. Department of Education Office of Migrant Education's Regulatory Guidance, 2010, (March 2017) and the Georgia Migrant Education Program Identification and Recruitment and Data Collections Handbook.

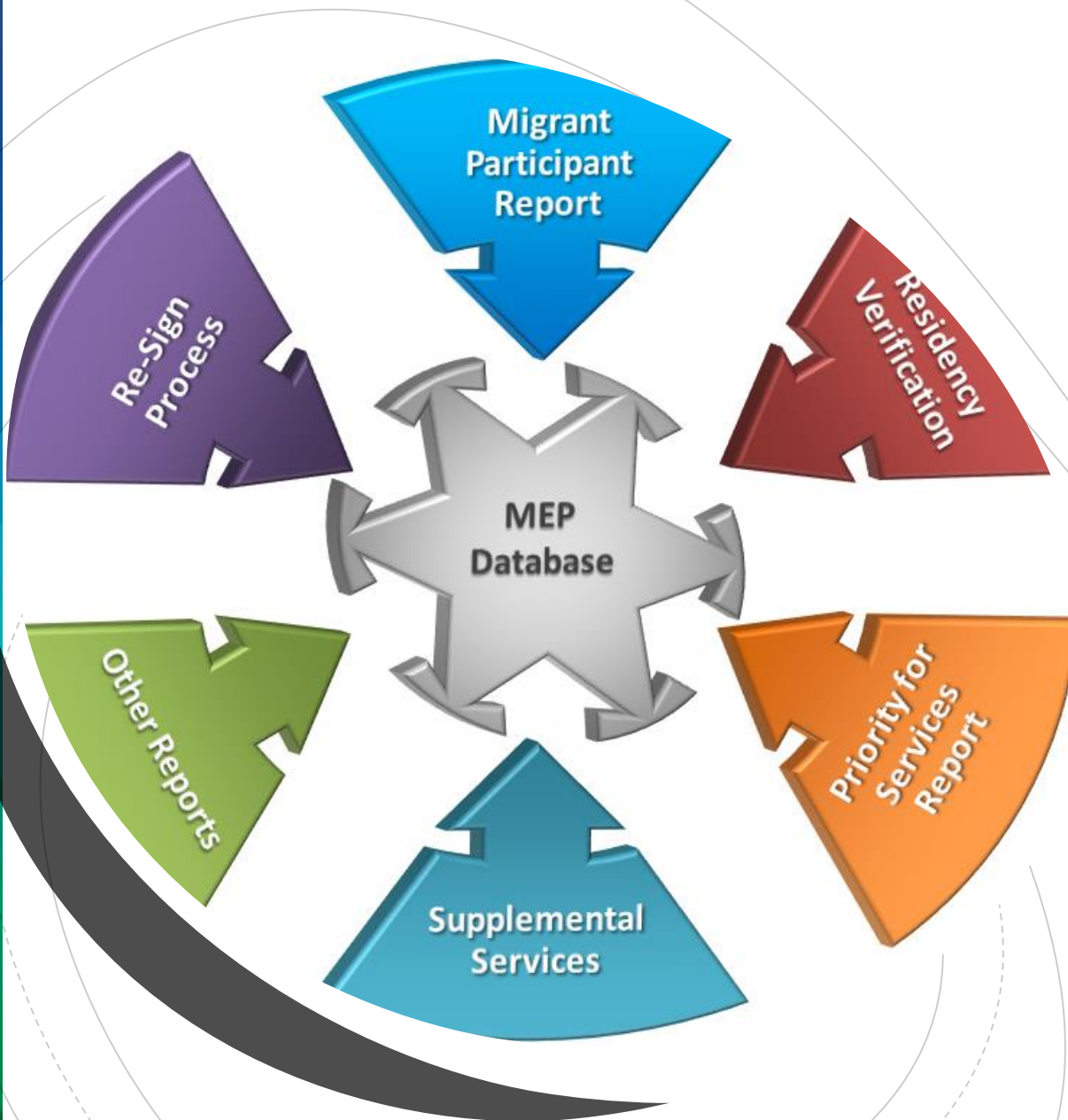


FERPA

Family Educational
Rights & Privacy Act

The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99) is a Federal law that **protects** the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education.





MEP Data Reports Cycle

Annual Re-sign Process

Forms created from the MEP database for each participant to determine which migrant participants (preschool, K-12, DO/OSY) still reside in the district.

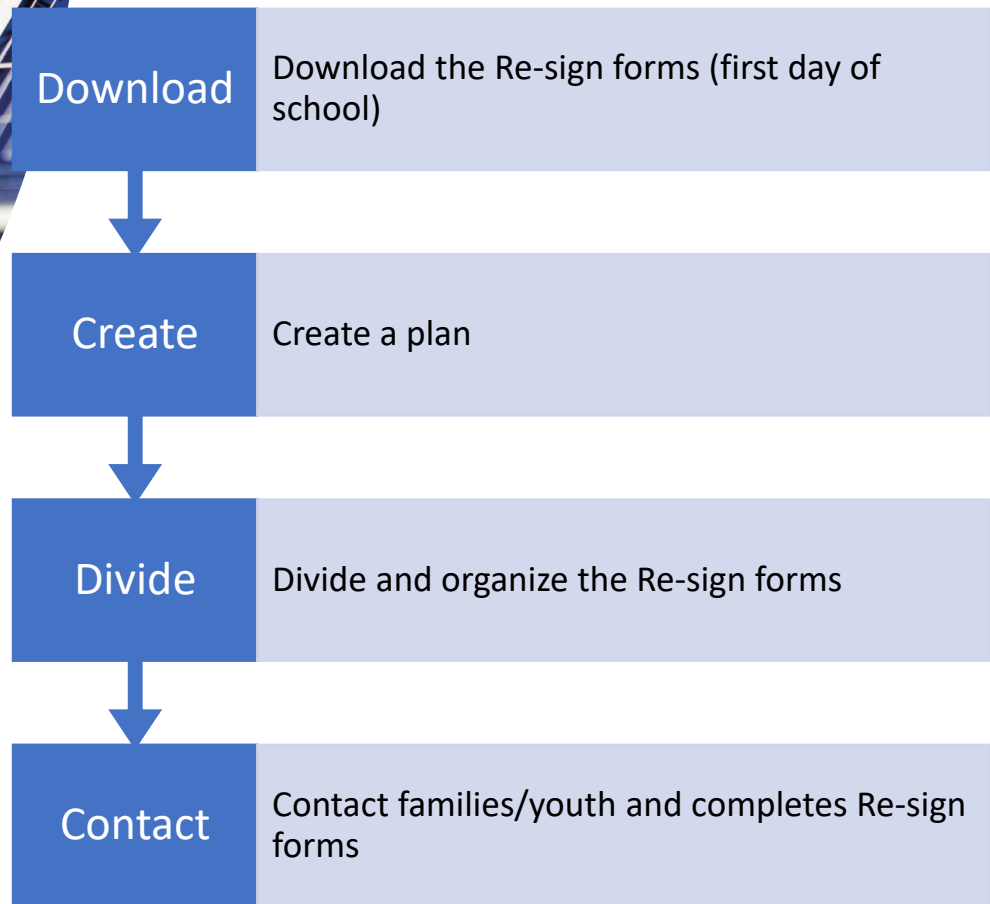
Re-signs to LEAs

Re-signs Interviews

Regional office –Data entry

First FY23 MPR with PFS ID Forms

Re-sign Form Process





Interview questions that must be addressed

1. Are the participants listed on the Re-sign form still in the school district?
2. Are the participants listed on the Re-sign form residing at a new address?
3. Have the participants changed grades and schools since last year?
4. If participants left the school district, when did they leave? Did they come back?

Situation #1

Incorrect school district or family has departed the school district

Tuesday, August 02 2022 Page 1

RE-SIGN REPORT
MEP (Situation #1)

Make all corrections in RED.

Current Responsible Person: GARCIA, RAMON LEA / District: GEORGIA SCHOOL DISTRICT
Mother: GARCIA MARIA Qualifying Activity: FEEDING CHICKENS
Address: 123 LITTLE CITY, BIGTOWN GA 31766

Student Name / GTID	MIS2000 ID	DOB	Grade	Residency	Enrollment	School	Phone	QAD
GARCIA, EDWARD	M418873-2	3/13/2015	01	12/28/2021	1/15/2022	GEORGIA CO SCHOOLS	678-506-6025	12/28/2021
GARCIA, GLORIA	M413173-1	8/16/2012	03	12/28/2021	1/15/2022	GEORGIA CO SCHOOLS	678-506-6025	12/28/2021

This family has made another qualifying move. A new COE is required.
 COE attached Send Recruiter

Moved From City: SEBRING, FL USA
 This family has moved from my district, destination 7/30/2022

Contact made by: Phone In Person
 Online MSIX Notification submitted (<https://msix.ed.gov>) Date: 7/30/2022
 This family has NOT made another qualifying move.

Family not home, visit at: 2pm a.m./p.m. Date: 8/4/2022 Initials: Y.O

Return to MEP because _____

Migrant Staff: Jessica Ordonez Title: MEP staff Date: 8/7/2022

8/4/2022: Departed to North Carolina. Information verified by Mr. Salas (Neighbor)

Situation #2

Family has not left the school district since their last qualifying arrival date (QAD)

Wednesday, August 3, 2022 Page 1

RE-SIGN REPORT
MEP (Situation #2)

Make all corrections in RED.

Current Responsible Person: GARCIA, RAMON LEA / District: Georgia County

Mother: GARCIA, MARIA Qualifying Activity: PICKING BLUEBERRIES

Address: 33~~50~~ GA HWY 45, MORGAN, GA 30866
123

Student Name / GTID	MIS2000 ID	DOB	Grade	Residency	Enrollment	School	Phone	QAD
GARCIA, SANDIBEL 8886434708	M250073-2	11/2/2007	88 9	1/27/2020	8/3/2020 8/8/2022	Georgia County Elementary School MIS High School	(411)686-2701	1/27/2020
GARCIA, DAVID	M250073-1	03/30/2015	K- 1	1/27/2020	8/3/2020 8/8/2022	Georgia County Elementary School	(411)686-2701	1/27/2020
GARCIA, GLORIA 2129881004	M250073-3	6/20/2013	83 04	1/27/2020	8/3/2020 8/8/2022	Georgia County Elementary School	(411)588-2781	1/27/2020
GARCIA, JHON 44424831583	M250073-4	3/11/2015	R	1/27/2020	8/3/2020 8/8/2022	Georgia County Elementary School	(411)686-2701 770-895-5834	1/27/2020

This family has made another qualifying move. A new COE is required.
 COE attached Send Recruiter

Moved From City: NEWTON, GA USA

This family has moved from my district, destination _____

Contact made by: Phone In Person

Online MSIX Notification submitted (<https://msix.ed.gov>) Date: _____

This family has NOT made another qualifying move.

Family not home, visit at: 4pm a.m./p.m. Date: 8/9/2022 Initials: YO

Return to MEP because _____

Migrant Staff: Jessica Ordonez Title: MEP Staff Date: 8/10/2022

8/10/2022 - 2nd visit at 4pm- family was contacted



Situation #3

Family left the school district and came back, making a new qualifying move

Wednesday, August 03 2022 Page 1

RE-SIGN REPORT
MEP (Situation #3)

Make all corrections in RED.

Current Responsible Person: GARCIA. RAMON LEA / District: GEORGIA SCHOOL DISTRICT
Mother: GARCIA MARIA Qualifying Activity: FEEDING CHICKENS
Address: 123 LITTLE CITY, BIGTOWN GA 31788

Student Name / GTID	MIS2000 ID	DOB	Grade	Residency	Enrollment	School	Phone	QAD
GARCIA, EDWARD	M418873-2	3/13/2015	01	08/02/2021	1/15/2022	GEORGIA CO SCHOOLS	678-506-6925	08/02/2021
GARCIA, GLORIA	M413173-1	8/16/2013	03	08/02/2021	1/15/2022	GEORGIA CO SCHOOLS	678-506-6925	08/02/2021

This family has made another qualifying move. A new COE is required.
 COE attached Send Recruiter

Moved From City: SEBRING, FL USA
 This family has moved from my district, destination _____

Contact made by: Phone In Person
 Online MSIX Notification submitted (<https://msix.ed.gov>) Date: _____
 This family has NOT made another qualifying move.

Family not home, visit at: _____ a.m./p.m. Date: _____ Initials: _____

Return to MEP because _____

Migrant Staff: Yesica Ordonez Title: MEP staff Date: 8/8/2022

Situation #4

Family reached the end of eligibility (EOE) and has not made a new qualifying move

Monday, August 01 2022 Page 1

RE-SIGN REPORT
MEP (Situation #4)

Make all corrections in RED.

Current Responsible Person: GARCIA. RAMON LEA / District: GEORGIA SCHOOL DISTRICT
Mother: GARCIA MARIA Qualifying Activity: FEEDING CHICKENS
Address: 123 LITTLE CITY, BIGTOWN GA 31768

EOE

Student Name / GTID	MIS2000 ID	DOB	Grade	Residency	Enrollment	School	Phone	QAD
GARCIA, EDWARD	M418873-2	5/13/2015	K	07/10/2019	8/15/2021	GEORGIA CO SCHOOLS	678-596-8925	07/10/2019
GARCIA, GLORIA	M413173-1	8/16/2012	02	07/10/2019	8/15/2021	GEORGIA CO SCHOOLS	678-596-8925	07/10/2019

This family has made another qualifying move. A new COE is required.
 COE attached Send Recruiter

Moved From City: MIAMI, FL USA
 This family has moved from my district, destination _____

Contact made by: Phone In Person
 Online MSIX Notification submitted (<https://msix.ed.gov>) Date: _____
 This family has NOT made another qualifying move.

Family not home, visit at: _____ a.m./p.m. Date: _____ Initials: _____

Return to MEP because _____

Migrant Staff: Jessica Ordonez Title: MEP staff Date: 8/7/2022

Situation #5

Family has not made a new move, children have reached EOE, and only one student was approved for continuation of services (COS)

Monday , August 01 2022 Page 1

RE-SIGN REPORT
MEP (Situation #5)

Make all corrections in RED.

Current Responsible Person: GARCIA, RAMON LEA / District: GEORGIA SCHOOL DISTRICT
 Mother: GARCIA MARIA Qualifying Activity: PICKING BLUEBERRIES
 Address: 123 LITTLE CITY, BIGTOWN GA 31766

Student Name / GTID	MIS2000 ID	DOB	Grade	Residency	Enrollment	School	Phone	QAD
GARCIA, EDWARD 11111111111111111111 EOE	M418883-2	5/13/2015	1	8/2/2019	8/3/2021	GEORGIA CO SCHOOLS	678-506-1111	8/2/2019 EOE
GARCIA, GLORIA 222222222222 COS	M418883-1	8/16/2012	03 R	8/2/2019	8/3/2021 8/5/2022	GEORGIA CO SCHOOLS	678-506-1111	8/2/2019 COS

This family has made another qualifying move. A new COE is required.
 COE attached Send Recruiter

Contact made by: Phone In Person

Moved From City: SALINAS ,CA USA
 This family has moved from my district, destination _____
 Online MSIX Notification submitted (<https://msix.ed.gov>) Date: _____
 This family has NOT made another qualifying move.

Family not home, visit at: _____ a.m./p.m. Date: _____ Initials: _____
 Return to MEP because _____

Migrant Staff: Yesica Ordonez Title: MEP staff Date: 8/8/2022



Submitting the Re-sign Forms



Email the Re-sign forms to the regional data specialist via GaDOE portal upon completion.



Keep track of the forms submitted.



Attach any new COEs directly to the Re-sign form.



Make a note if a COE is completed online stating “Online COE submitted”.

The Re-sign forms are due to the regional office two weeks after you receive them (or sooner).

Re-sign Tips

Make three attempts to contact the family/youth.

Make the appropriate updates on each form with a red ink pen.

If the family already reached EOE, check if they have made a new qualifying move.

Make sure to write COS for those to whom it applies and don't forget to update their information.

Next steps

Migrant SSP

- Services and duties continue (recruiting, tutoring, etc.) during Re-signs.

MPR

- First Migrant Participant Report (MPR) to the GaDOE portal after Re-sign forms and data entry is completed.

PFS ID Forms

- PFS ID forms are uploaded to the GaDOE portal with MPR.



**CHECK YOUR
KNOWLEDGE**

Check Your Knowledge

What should you do if a child left while the rest of the family stayed in the district?

- a. Re-sign the whole family.
- b. Cross out that child's line and make the necessary changes to the other children on the Re-sign form.
- c. Cross out the whole family and send the Re-sign form back to regional office.

Check Your Knowledge

Which of the following statements are true about the Re-sign forms?

- a. Re-sign forms are loaded to the GaDOE portal on the first day of school.
- b. LEAs are required to contact the families/youth (by phone or in person at the home) for each form.
- c. LEAs should write school codes.
- d. LEAs should start the Re-sign process prior to the district's first day of school for the students.
- e. Both A and B.

MEP Reports and Forms Reminders

MEP Reports and Forms

Nutrition Report

Migrant Participant Report

Priority for Services ID Form

New Participant Report

End of Eligibility Report

Three-Year Old Report

Priority for Services Report

Supplemental Services Report

Migrant Participant Report (MPR)

Displays a list of all participants with enrollment information for a single school year.

Uploaded to GaDOE portal:
September, November, February,
April.

Migrant Participant Report

School County							Elementary School			
Student ID	Last Name	Last Name 2	First Name	Middle Name	Suffix	QAD	Current Address	Phone	Enroll	Grade
GTID						Birth Date	Legal Parents	Departure	Withdraw	Imm
					Age	Sex	Home School	Continuation of Services		
GA0-11111	JUNE		ROSY	IMARIEL		7/20/2021	123 zone, Claxton	123-456-3300		P1
					4/15/2020		GONZALEZ, JUAN			
					2	F	JUNE, MARIA			
M12333-1 1111110323	SARMIENTO	RODRIGUEZ	LYZ	ELIZABETH		7/20/2021	11 FRELLIG DR, Claxton	789-503-3111		P4
					6/2/2017		SARMIENTO, JUAN			
					5	F	RODRIGUEZ, MARIA			
M22222-1 3994841065	SARMIENTO	RODRIGUEZ	FRANO			7/20/2022	11 FRELLIG DR, Claxton	456-123-0000	8/9/2022	04
					9/12/2012		GONZALEZ HERNANDEZ, JUAN			<input checked="" type="checkbox"/>
					9	M	RODRIGUEZ, MARIA			
M33333-4 222222222	SARMIENTO	RODRIGUEZ	JUAN			7/20/2022	11 FRELLIG DR, Claxton	123-543-3459	8/9/2022	01
					8/28/2015		SARMIENTO, JUAN			<input checked="" type="checkbox"/>
					6	M	RODRIGUEZ, MARIA			
GA0-66666	RAMIREZ		BRISSA			12/17/2022	15 WOOD ST, CLAXTON	555-388-0000		NE
					12/10/2015		RAMIREZ RUIZ, NOEL	1/6/2022	1/6/2023	
					6	F	ALMAR, MARIA			
GA0-77777	RAMIREZ		MARGARITA			12/17/2022	15 WOOD ST, CLAXTON	432-111-2122		NE
					3/18/2014		RAMIREZ, NOEL		1/6/2023	
					8	F	MARTINEZ, MARIA			

Elementary School Summary

Participant Count: 6

- Update student information – GTID, name, address, phone #, enrollment information
- Indicate if immunization record is on file
- Indicate the grade and enrollment date, if a participant is NE and then Enrolls.
- EOE will be marked with an asterisk (*) and participants will remain in the MPR for the current school year

What is the purpose of the MPR?

- Ensures the local Student Information System (SIS) is updated to correctly code children as migrant.
- Matches student records (between GaDOE, GaMEP and school districts).
- Accounts for services to all participants.
- Maintains correct and accurate MEP data.

MPR- Verification

- Sign and date the verification portion included in the memo/letter.
- Send the MPR with ALL pages, **if changes are required**, to the regional data specialist –within 2 weeks.
- Keep documentation for your records.

The information contained on this Georgia Migrant Education Program Migrant Participant Report (MPR) has been received and reviewed for accuracy. Based on the information contained on the MPR, the following action(s) has/have been taken:

All needed corrections and/or program eligibility updates to the school system's SIS have been made

This document was mailed to the regional office with corrections in red ink.

No corrections are needed, and the regional data specialist was contacted by email.

Report reviewed by: _____ Date: _____

This signed MPR should be maintained for program audit purposes with the recipient's Georgia Migrant Education Program documents.

Monthly Reports

**New
Participant
Report
(NPR)**

Ensures new students are being served by the program

**End of
Eligibility
Report
(EOE)**

Notifies families about the participant(s) end of eligibility

**Three-Year
Old Report**

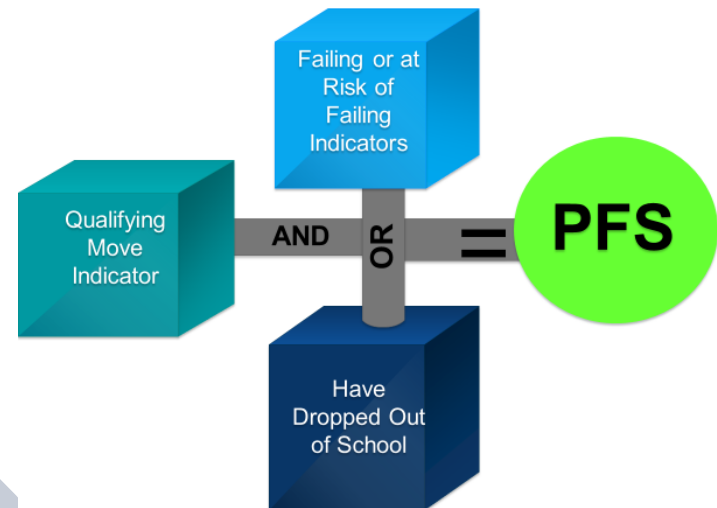
Verifies participants residency

Priority For Services

- Priority For Services **Identification Form** is completed for new MEP eligible participants in grades K-12, DO/OSY.
- Priority For Services **Report** lists the K-12, DO/OSY students for the current year and their academic at-risk factors.

Priority for Services (PFS)

- MEP-eligible children must exhibit **both** factors in order to be considered PFS.
- In our state, we work to ensure PFS status is determined within the prescribed time period (2 weeks) so that services for these needy children can be put in place.



Priority for Services Identification Form

Title I, Part C - MIGRANT EDUCATION PROGRAM

School Year: 2022-2023

School System: _____

ATTENTION: The following migrant student does not have a "priority for services" determination for the current school year as required by Title I, Part C - Migrant Education Program (MEP) statute (ESSA, Section 1304(d)). Please complete this form to establish current year "priority for services" identification. MEP funded services cannot be determined or established for this student until the school system has completed this important program requirement.

I. Student Information

Name: _____	DOB: _____	Age: _____	COE ID: _____	GTID: _____
QAD: _____	Enrollment Date: _____	School: _____	Grade: _____	School ID: _____

II. Academic Performance Evaluation - It has been determined that this student is currently *eligible* for Migrant Education Program (MEP) services. The MEP offers supplemental instructional and/or support services to *eligible* students, with the program statute requiring that services *first* go to students identified as having "priority for services". "Priority for services" is granted to migrant students who have made a qualifying move within the previous 1-year period, are either *failing* or *at risk of failing* the state's challenging academic content and achievement standards or Drop Out of School (DO).

Please check all "priority for services" indicators that apply

✓	<i>Qualifying Move Indicator</i>
	Participant made a qualifying move within the previous 1-year period.
✓	<i>Failing or at Risk of Failing Indicators</i>
	Scored below established proficiency level on one or more of the Georgia Testing Program assessments: GKIDS __, MILESTONES: ELA __ Math, __, or MILESTONES EOC (list name) _____ or other state's required statewide assessments during the past consecutive 12 months (documentation of score(s) must be in student's school records)
	During most recent and/or current semester has failing grades in one or more core academic content areas (K - 8) or course(s) required for graduation (9-12), Check all that apply: <input type="checkbox"/> English/Reading <input type="checkbox"/> Math <input type="checkbox"/> Science <input type="checkbox"/> Social Studies <input type="checkbox"/> Other - (Identify): _____
	Has insufficient credits for promotion or graduation
	Working at grade level below grade placement AND/OR Is over age for grade placement by one or more years (has been retained, started school late, under-schooled, etc.)
	Is identified as an English Learner (EL) Test Date: _____ Score: _____ Test Name: _____ <small>*State Board of Education Rule 160-4-5-.02 defines English Learner (EL) as a student whose native, home, or first language is not English, scoring below the established proficiency level on the state-adopted proficiency measure and, if indicated, additional assessments as specified in the Rule</small>

Signature: _____ Title: _____ Date: _____

GADOE Staff Use Only

<input type="checkbox"/> Priority for Services	<input type="checkbox"/> Made a qualifying move within the previous 1-year period, (required), AND Has not made a qualifying move, OR	<input type="checkbox"/> Failed/currently failing a core subject/state assessment or	<input type="checkbox"/> at risk of failing on over-age for grade placement, credit deficient, or	<input type="checkbox"/> Drop out/OSY
<input type="checkbox"/> Not Priority for Services	<input type="checkbox"/> Has not made a qualifying move, OR	<input type="checkbox"/> on grade level and passed/currently passing all core/required subjects and state assessments.		
Name and Title of Designee: _____			Date: _____	

Supplemental Services

- **Regular School Year** Supplemental Services Report shows the academic and support services provided to eligible migrant participants.
- **Summer** Supplemental Services Report is distributed to the districts via the GaDOE portal. The districts complete the report and submit it to the regional MEP office at the end of the summer projects.

Migrant Student Information Exchange (MSIX)

The Migrant Student Information Exchange (MSIX) will be implementing Multi-Factor Authentication (MFA). Optional use of MFA will begin in July 2022 with mandatory use in October 2022.

Multi-Factor Authentication (MFA) is coming soon to MSIX.
[Learn More](#)

Migrant Student Information Exchange

Username

Password

[SIGN IN](#)

[Forgot Your Password?](#)

[State Contact Search](#)

MSIX

MSIX is a web-based application that links information from State migrant systems to produce a single consolidated student record containing the Migrant Education Program (MEP) minimum data elements (MDEs) to not only analyze national migrant trends but also facilitate:



Enrollment



Placement



Credit Accrual



MEP Participants

Migrant Student Information Exchange (MSIX)


- Instructions for obtaining a user account are on the [GaDOE MEP](#) website.
- An email from MSIX will be sent to you with a temporary password that is available for 24 hrs.
- If you have any questions, Contact Yesica Ordonez (yordonez@doe.k12.ga.us).

Out-of-State Transcripts Received in the District

When your district receives records/transcripts from another state or country for a secondary-age student, please send the text below in an email to Yesica Ordonez (yordonez@doe.k12.ga.us).

“Out of state or country records were received in our district for this secondary student: Student ID # (no names needed).”

Information Change/Departure Form



Georgia Department of Education
Title I, Part C – Migrant Education Program
Information/Departure Form

Date: MM/DD/YYYY Information Change Departure

School System			
Staff Name			
Family Name	Father	Mother	

Please complete the appropriate sections and boxes for the children listed on this form.

Date of Departure	MM/DD/YYYY	Relocated to: County	City	State
A. Change of Schools	MM/DD/YYYY			
B. Change of Address				
Old Address:				New Phone #
New Address:				

Please list ALL children in family for whom this information applies.

Child's Name	Date of Birth	MIS200ID#	Former School Name/Code	New School Name/Code	Enrollment Date	Grade Level	*Graduation Code and Date

*G = Graduation
*H = High School Equivalency Diploma

Online MSIX Notification submitted (<https://msix.ed.gov>)

Date: MM/DD/YYYY

COMMENTS:

FY23- Updates

- LEAs have access to MEP Information System, MIS2000
 - COEs
 - SSP Submits COEs
 - SSP receives an email after the COE is approved
 - COE can be printed and saved

Coming...

- Supplemental Services
 - SSPs report services provided
- PFS
 - SSP adds PFS data

NOTE: Training will be provided before implementation



Re-sign Reminders

- Provide graduation date or enrollment date in the Re-sign form
- Complete COE if needed: do not update the Re-sign form, sign the Re-sign form, and email the COE and Re-sign form together to the Regional Data Specialist
- Do not include P0-P5 enrollment date
- Ensure the handwriting is legible
- Do not include school code
- SIGN AND DATE

Other Reminders

- Review Migrant Participant Report - September upload.
- Send PFS ID forms which are due within 10 business days.
- Send MSIX move notifications.
- Remember the Multifactor Authentication system will be implemented in MSIX.

Training Dates

- MEP Re-signs training:
August 4, 1:00 PM – 2:00 PM [here](#)
- MSIX back-to-School Webinar 2022
August 11, 1:00 PM – 2:00 PM [here](#)
- Identification and Recruitment and Professional Development #1
August 12, 8:30 AM – 11:30 AM [here](#)

Contact Information

State Data Coordinator
Yesica Ordonez
404-416-2909

State Data Specialist
Iliana Garcia-Acevedo
470-607-0437

Region 1 Office
Data Specialist
Rose McKeehan
470-763-1137

Region 2 Office
Data Specialist
Pearl Barker
470-763-1138

Questions?



Thank you!

www.gadoe.org

   @georgiadeptofed

 youtube.com/georgiadeptofed



**EDUCATING
GEORGIA'S FUTURE**

