PREPARING FOR THE CSPR

IDRC Webinar August 2022

THIS IS THE TIME OF YEAR TO BE GETTING THINGS IN ORDER.

- We know this year CSPR will be pulled from MSIX.
- OME just recently sent out in their listserv the hypothetical allocations using MSIX child count data.

***Hypothetical* Fiscal Year (FY) 2022 Title I, Part C State Allocations Using Migrant Student Information Exchange (MSIX) Child Count Data**

As described in the attached June 14, 2022, Dear Colleague Letter, the Department will use data States submit to MSIX to determine each State's migratory child counts beginning with the current 2021-22 performance reporting period. The 2021-22 data will be extracted from MSIX in mid-December 2022. The child count data extracted from MSIX will be used to determine each State's Title I, Part C – Migrant Education Program (MEP) allocation beginning with the FY 2023 allocations to be awarded on July 1, 2023.

To help prepare States for this change, we are sharing each State's *hypothetical* FY 2022 Title I, Part C - MEP allocation, using the most recent year of MSIX child count data (2020-21), which was extracted from MSIX on December 18, 2021. Each State received its actual FY 2022 Title I, Part C – MEP allocation on July 1, 2022. The hypothetical allocations shared in this message are for planning purposes only, and do not impact the amount of MEP funds each State receives for FY 2022.

CHILD COUNT 1 AND CHILD COUNT 2

- Two major counts we are looking at. One is a total count of all eligible migrant students and the other is a count of students SERVED in Summer. **According to OME what is a service?**

WOULD THIS BE A SERVICE?

- A migrant recruiter signs up a student and then bring some fliers to invite the family to attend a reading night that is coming up.

- A migrant recruiter hands out hygiene bags when he signs up a new OSY.

- A migrant recruiter gives out a towel, some soap, gloves and shampoo when he signs up a new family.

- A migrant recruiter tells a family about an upcoming ELL lesson offered by MEP when she signs the family.

REMEMBER WHAT A SERVICE IS....

A1.   For purposes of the MEP, what are "services"?

"Services" are a subset of all the activities that the MEP provides through its programs and projects. "Services" are those educational or educationally related activities that:

(1) directly benefit a migrant child;

(2) address a need of a migrant child consistent with the SEA's comprehensive needs assessment and service delivery plan;

(3) are grounded in scientifically based research or, in the case of support services, are a generally accepted practice;

and (4) are designed to enable the program to meet its measurable outcomes and contribute to the achievement of the State's performance targets.

https://oese.ed.gov/files/2021/11/MEP-Non-Regulatory-Guidance-March-2017-1.docx

SUFFICIENT INTENSITY...

A5. Why is it important for local operating agencies to provide services of sufficient intensity in operating the MEP?

• It is important to design services that are of sufficient intensity to provide reasonable promise of the project's ability to meet its measurable outcomes. In turn, the attainment of these outcomes enables the program to help migrant children succeed in school and to contribute to the achievement of the State's performance targets.

https://oese.ed.gov/files/2021/11/MEP-Non-Regulatory-Guidance-March-2017-1.docx

REMEMBER WHAT A SERVICE IS.....

A4.   What are some examples of allowable activities that do not constitute a service?

- Activities related to identification and recruitment activities, parental involvement, program evaluation, professional development, or administration of the program are examples of allowable activities that are not considered services.

- Another example would be handing out leaflets to migrant families on available reading programs as part of an effort to increase the reading skills of migrant children. Although this is an allowable activity, it is not a service because it does not meet all of the criteria in Question A1 of this chapter: (1) it does not directly benefit migrant children; (2) it is not grounded in scientifically based research; and (3) in and of itself, the activity will not increase children's reading skills and thereby increase their ability to meet the State's performance targets.

REMEMBER WHAT A SERVICE IS.…

- Make sure you are familiar with your needs assessment and your state service delivery plan.

- What needs do your students and families have?

- We should be ensuring the MEP offers high quality effective services to MEP programs.

- IDR should not be all that MEP families get.

CATEGORY 2 SUMMER SERVICES

State educational agencies (SEAs) are responsible for determining whether summer and intersession services (and services provided throughout the year) are of <u>sufficient duration and intensity</u> to enable the program to meet its measurable outcomes and to contribute to the achievement of the State's performance targets. We encourage SEAs to consider this information before reporting MEP-funded activities as "services."

INTENSITY AND DURATION OF MEP-FUNDED SERVICES

- It is important to design services that are of sufficient intensity to provide reasonable promise of the project's ability to meet its measurable outcomes.

(MEP NRG Chapter V, A5)

- Children must participate in the program for at least one day in order to be counted in Category 2 (children served in MEP-funded summer/intersession programs).

- SEAs are responsible for determining whether summer and intersession services are of sufficient duration and intensity to enable the program to meet its measurable outcomes and to contribute to the achievement of the State's performance targets.

(MEP NRG Chapter IX, B25-26)

RESULTS.ED.GOV

https://results-assets.s3.amazonaws.com/adm2022/ADM2022_MEP%20Services%20and%20Use%20of%20Funds.pdf

Minnesota Preparing for CSPR

Linda Fournier | Migrant Education Services Data Systems Specialist

o Children who had an SEA approved Certificate of Eligibility (COE) and were entered in the State's migratory student database.

- Check for possible duplicates and verify the spelling of names and that birthdates are correct. We have a strategic process in place for the reviewing of our COEs.

- Check the system to ensure all pending or in process COEs are completed and submitted in a timely manner.

- During the reviewing of the COE we do a move notice notifying other states or districts that the student has moved to our area from their area.

- Once a COE is approved the district is notified of the newly approved COE.

- Data checks in the system to populate eligibility expiration dates based on three years minus one day from the qualifying date or on the 22nd birthdate.

o Migrant Student Information Form – Sent to each district with at least one migratory student to collect minimum data elements.

o Summer Program Student Report – Sent to each summer migrant education program to collect minimum data elements with a served date that is within the summer term during the performance period.

o Migratory Student Report – Our state runs a query with student enrollment information. The report also includes the following.

- EL & IEP

- Graduation data – Children who graduated from high school or attained a High School Equivalency Diploma (HSED) during the performance period and ensure that these students are not counted in the subsequent performance period's child count.

- Drop-Out data is collected on this report.

o Re-interviews – are randomly selected and conducted throughout the performance period.

o Students Turning 3

- Verify children two years of age whose residency in the state has been verified on or after their third birthdate for at least one day during the performance period. This report is pulled monthly.

o Residency Verification Dates

- We check MSIX Excluded & MSIX Record Issues.

- Data logic issues appear if there's no date that establishes residency within the performance period.

- We trouble shoot and correct any data issues or missing information if able to.

Data Completeness & Quality Control

o Process data merges in state database and in MSIX

o Check data quality reports in MSIX

o Child Count Reconciliation

- MN runs a the child count report in MIS2000 and runs the reconciliation report in MSIX to make sure the child counts match. If counts don't match, we follow the MSIX child reconciliation procedure and make the appropriate corrections.

o Student Validation Report

- Update any missing MN State IDs, as well as missing EL & IDEA indicators/flags in MIS2000.

o If any code tables were modified during the performance period, we work with MSEdD to update our reports in MIS2000. MSEdD follows the files specifications for each file/report.

o MN data team & the MNIT team at the MN Dept. of Ed. meet to analyze the business rules and file specifications to determine the parameters of each file.

o Once our data has been entered/completed, we compile the reports to complete each section of the CSPR. We ensure the reports have unduplicated counts.

o Comparison files received from the MNIT team at the MN Dept. of Ed. are compared to the reports in MSIX and MIS2000.

o After the appropriate reports are compiled, we enter the data in the Data Check Sheet.

o We use the Data Check Sheet tool to indicate where the additional comments are needed if applicable.

o Once the information is verified by the Minnesota Dept. of Ed. and Tri-Valley Opportunity Council (TVOC) several times, it is submitted to the MNIT team to upload to EDEN for CSPR data submission.

Thank you!

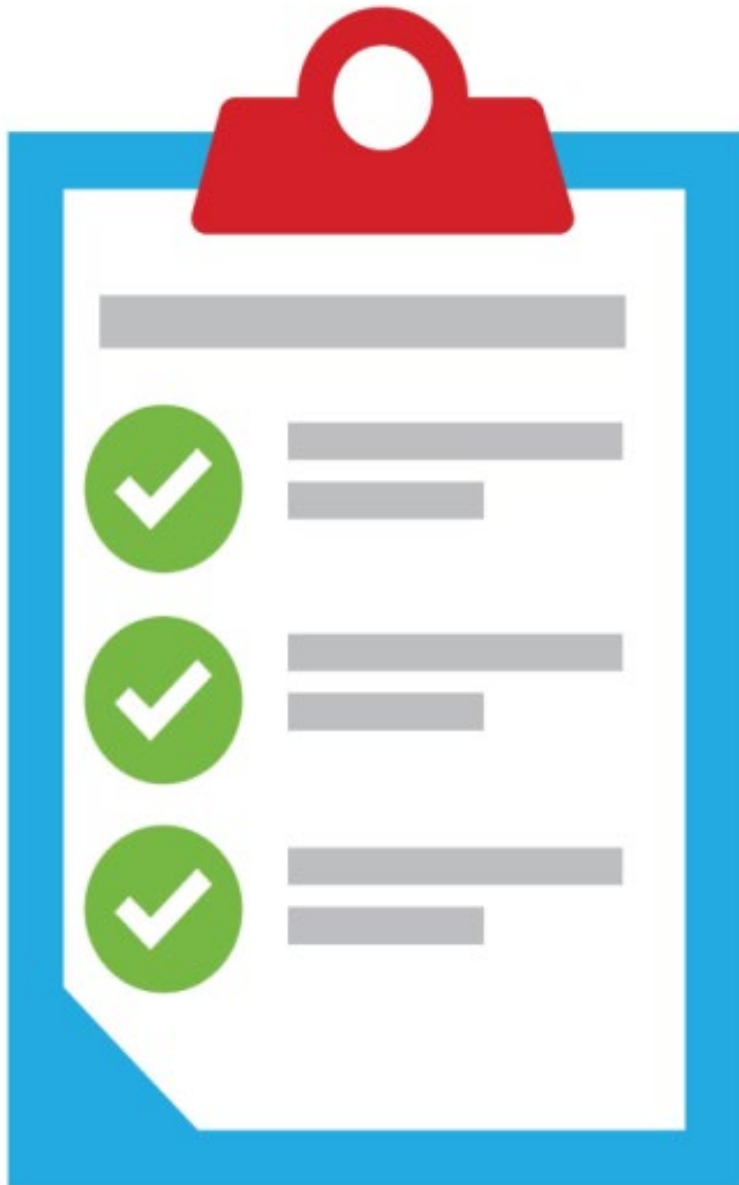**Linda Fournier**

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PREPARING NY CSPR DATA

Odilia Cofta

NEW YORK

- Create a data timeline and share it with staff
  - Everyone should know what is due and when is due ahead of time
  - Train, train, and then more training
  - NY reviews the data timeline with regional sites every 3 months!
- Collect the Data
  - Check that the data is accurate
  - Residency Verification Dates
  - Share the data with staff to improve/review procedures, services or data collection

NEW YORK

- Run reports
  - Be proactive
  - Some reports I like to run:
    - Child Count
    - Services
    - Children turning 3
    - PFS
    - Duplicates
    - Withdrawal/Departure Dates
    - COEs pending approval
  - MSIX reconciliation reports
- Set expectations and due dates
  - Recruiters/data specialists/service providers/State

MSIX REPORTS- DASHBOARDS

- Data Management- Very helpful for CSPR
- Check records submission
- Withdrawals and Course history Submissions
- Check to see if course history was entered for withdrawn children.
- Check on current or past years program information.
- Child Mobility
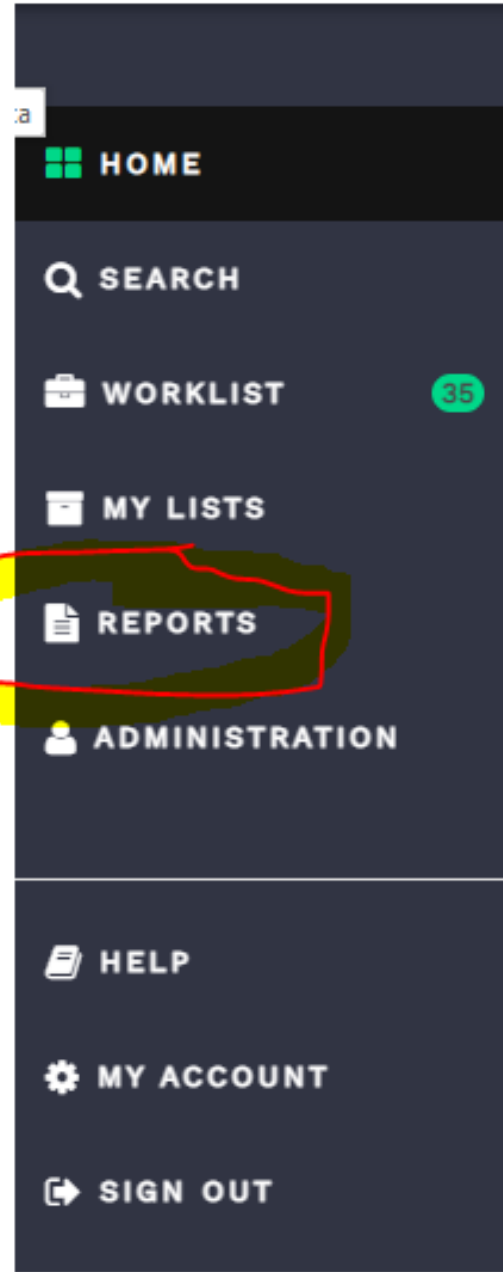
Reports

MSIX reports provide information for Migrant Education Program (MEP) planning, data analysis, and compliance with MEP and MSIX regulations. The list of reports available depends on your user access role within MSIX. If you are looking for a report and do not see it in the list below, ask your State, Regional, or District Data Administrator. Contact the MSIX Help Desk to suggest new reports or request a one-time ad hoc report.

Dashboards

Dashboards display charts containing data about key topics to help you make decisions about your migrant education program, manage your data in MSIX, and understand how users in your State use MSIX.
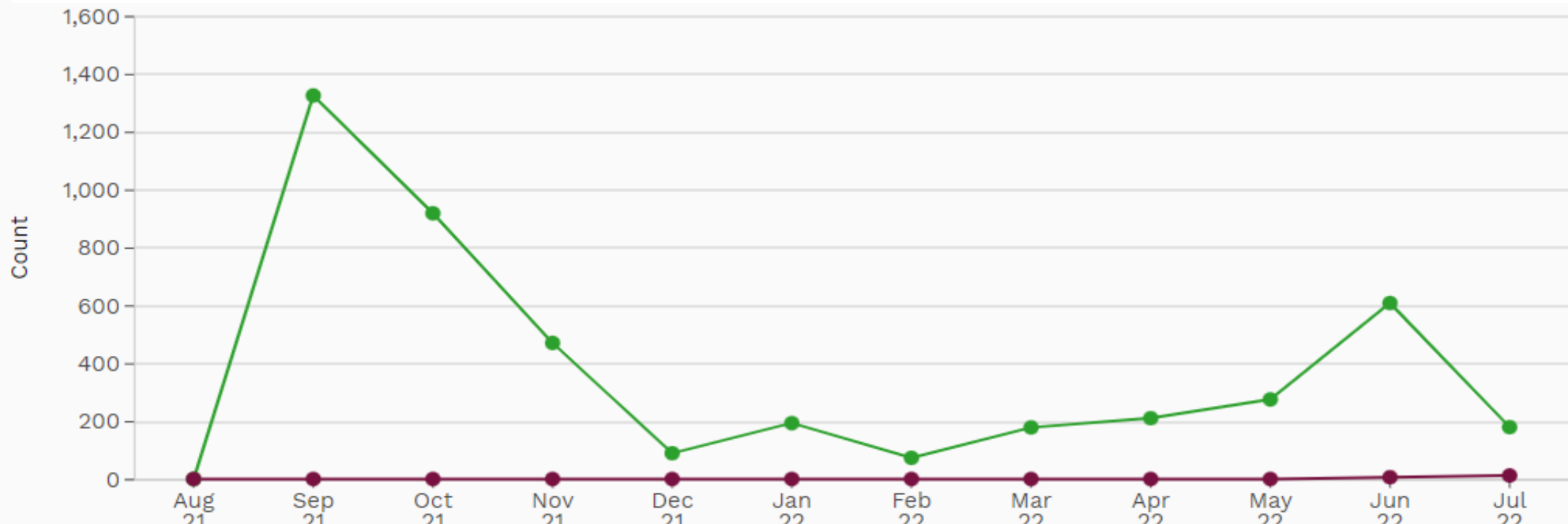
Account Management   **Data Management**   **Records Exchange**

Child Mobility   **MEP Population**   **Student Achievement**

Student Achievement

![idrc — Identification & Recruitment Consortium]

The Student Achievement Dashboard provides insight into how migratory children in your State are performing in important academic areas. **Learn More**
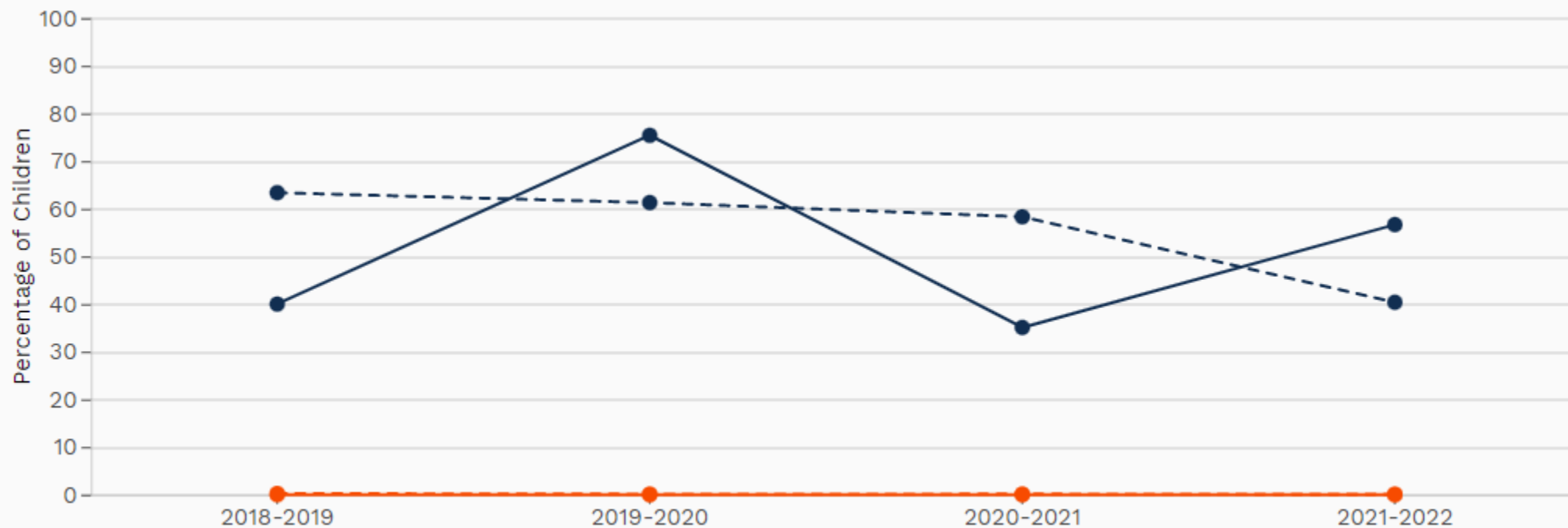
Filter ⇄

Migratory Graduation/HSE

Export ▾

View Details

Showing: Performance Periods: 2018-2019 / 2019-2020 / 2020-2021 / 2021-2022

The Migrant Education Program (MEP) Dashboard provides insight into the academic progress of migratory children in your State services they receive. **Learn More**

Filter

MEP Age-for-Grade Breakdown

Export ▾

View Details

Showing: Current Performance Period (September 1, 2021 – August 31, 2022)

Grade	<0	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22+	Total	Retained Percentage
PGroup	N/A		1	1	12	4	11																		29	N/A
KG		0					2	18	6																26	15%
01		0							2	19															21	0%
02		0								4	19	4													27	3%
03		0									2	17	2												21	0%
04		0										3	20	7											30	6%
05		0											15	6											21	4%
06		0											4	17	4	1									26	3%
07		0												3	18	8	1								30	9%
08		0													2	11	2	1							16	6%
09		0														4	20	9	2		1				36	21%
10		0															2	14	4	2	1				23	13%
11		0																4	18	4					26	3%
12		0																	4	16	5				25	4%
UG		N/A																								N/A
00		N/A													1		1	4	3	3	5	6	4		27	N/A
Unknown		N/A																								N/A
Total			1	1	12	4	13	20	29	21	24	22	26	26	25	24	26	32	31	25	12	6	4		384	N/A

Legend:
- ■ On Target
- ■ One-Year Variation
- ■ Two-Year Variation
- ■ Three-Year Variation
- ■ Likely Data Error

Last Updated 08/01/2022

PFS, EL, and IEP Populations

Showing: Current Performance Period (September 1, 2021 – August 31, 2022)

	Total Enrollments (by Enrollment Date)	Total PFS Enrollments (by Enrollment Date)	Total EL Enrollments (by Enrollment Date)	Total IEP Enrollments (by Enrollment Date)	Total PFS Enrollments with EL Indicator	Total PFS Enrollments with IEP Indicator	Total EL Enrollments with IEP Indicator
Sep 21	665	112	374	54	84	9	36
Oct 21	55	23	33	2	22	1	2
Nov 21	20	2	2	0	1	0	0
Dec 21	17	4	2	0	2	0	0
Jan 22	37	8	12	1	7	1	1
Feb 22	21	3	6	1	3	0	0
Mar 22	10	1	0	0	0	0	0
Apr 22	29	3	4	1	2	0	1
May 22	32	7	24	0	3	0	0
Jun 22	47	3	29	5	3	1	5
Jul 22	0	0	0	0	0	0	0
Aug 22	-	-	-	-	-	-	-
Annual Totals	933	166	486	64	127	12	45

Last Updated 08/01/2022

Student Information

Student Information reports display data made available for exchange among States, including student count, MSIX child count, demographics, enrollment details, course history, and assessments. [34 CFR § 200.85(b)(3)]

MSIX ID Count	**Enrollments (MDE Type)**	**Grade Retention**
MSIX Child Count	**Enrollments (Multiple States)**	**Course History**
Demographics	**Potential Missed Enrollments**	**Assessments**

Reports > Assessments

Assessments Filter ✕

Export ▾

e count of children is
t the Assessment Type row

PERFORMANCE PERIOD: ◉ No ○ Yes

ENROLLMENT DATE RANGE: MM / DD / YYYY   MM / DD / YYYY

WITHDRAWAL DATE RANGE: MM / DD / YYYY   MM / DD / YYYY

ELIGIBILITY EXPIRATION DATE RANGE: MM / DD / YYYY   MM / DD / YYYY

ASSESSMENT ADMIN DATE RANGE: MM / DD / YYYY   MM / DD / YYYY

☐ Show Open Enrollment Data Only

ASSESSMENT TYPE:
Select **All** | **None**

☑ State Assessment   ☑ Advanced Placement Test   ☑ Language Proficiency Test

Reset Filters   **SUBMIT**

STUDENT INFORMATION REPORTS

MANY REPORTING TOOLS TO HELP YOU.

Data Quality

Data Quality reports help State and Regional Data Administrators verify data quality compliance levels by showing recent files submitted by States and displaying student records that contain incomplete or invalid data, potential duplicates, and data logic issues. [34 CFR § 200.85 (d)]

File Submission   **Data Validity**   **Data Completeness**

Potential Duplicates   **Data Logic Issues**

Child Count Reconciliation

Child Count Reconciliation reports help you identify data quality issues in student records that may cause differences in child counts between MSIX and your State system.

Run Reconciliation

Student Mobility

Student Mobility reports display data on children moving to and from different States. Use these reports to analyze patterns and plan identification and recruitment (ID&R) efforts.

General Move From   **General Move To**

Child Count Reconciliation Overview

This dashboard displays the number of Category 1 and Category 2 migratory children included and excluded from the MSIX child count. It also provides reports that help you identify issues that may be causing discrepancies between MSIX and your State system. See "How should I use this dashboard?" for additional guidance.

How should I use this dashboard?

Filter ⇅   Showing: Current performance period (September 1, 2021 - August 31, 2022)

Category 1

last updated 08/06/2022

The counts below represent the total unduplicated number of MSIX IDs included and excluded from the Category 1 child count for the performance period.

Included 833

Excluded 430

View Details

Category 2

last updated 08/06/2022

The counts below represent the total unduplicated number of MSIX IDs included and excluded from the Category 2 child count for the performance period.

Included 162

Excluded 11

View Details

Child Count Reconciliation Overview

This dashboard displays the number of Category 1 and Category 2 migratory children included and excluded from the MSIX child count. It also provides reports that help you identify issues that may be causing discrepancies between MSIX and your State system. See "How should I use this dashboard?" for additional guidance.

How should I use this dashboard?

Filter ⇄   Showing: Current performance period (September 1, 2021 - August 31, 2022)

MSIX Record Issues

last updated 08/05/2022

Review potential duplicates and pending near matches that you need to resolve to ensure each child appears in the appropriate category on the MSIX Child Count Report.

Potential Duplicates 0
Review

Near Matches 1
Review

MDEs and System Data

last updated 08/06/2022

Review your data in the reports below to identify Minimum Data Elements (MDEs) with values that are missing, invalid, or have logic issues that are causing children to be excluded from the MSIX child count.

Child Count MDE Completeness
Review

Child Count MDE Validity
Review

Child Count Logic Issues
Review

Data Completeness

This report displays the counts and percentages of missing Minimum Data Elements (MDEs) in MSIX for your State (default view) or at the national level. **Learn More**

Course History	Begin Academic Year	0.12	7	5,646
Course History	Clock Hours	90.01	5,082	5,646
Course History	Course Section	8.34	471	5,646
Course History	Course Type	6.25	353	5,646
Course History	Credits Granted	15.25	861	5,646
Course History	End Academic Year	0.12	7	5,646
Course History	Final Grade	12.03	679	5,646
Course History	Grade-to-Date	70.83	3,999	5,646
Course History	Subject Area Name	0.02	1	5,646
Course History	Term Type	4.04	228	5,646
Course History	Course Title	0.00	0	5,646
Enrollments	Continuation of Services Reason	98.74	4,707	4,767
Enrollments	Designated Graduation School	100.00	4,767	4,767

General Move From

This report displays the counts of moves by migratory children who have moved from your State to another State, based on either enrollment records (default view) or qualifying moves. Learn More

Filter

Moved From ▲	Moved From State	Moved To State	Number of Moves	Percentage
-			3,099	- ^
Alabama			4	0.13
Arizona			243	7.84
Arkansas			2	0.06
California			94	3.03
Colorado			523	16.87
Delaware			2	0.06
Florida			23	0.74
Georgia			13	0.42
Idaho			10	0.32
Indiana			2	0.06
Iowa			5	0.16
Kansas			123	3.97
Kentucky			12	0.39
Louisiana			3	0.10
Maine			1	0.03

MAKE SURE TO BE USING ALL OF THE TOOLS AVAILABLE.

Not all accounts will have access to all of the data reports.

idrc
Identification & Recruitment
Consortium

Can be found under the Resources Tab

HOME

SEARCH

WORKLIST   35

MY LISTS

REPORTS

ADMINISTRATION

HELP

MY ACCOUNT

SIGN OUT

TRAINING

RESOURCES

CONTACT

Child Count Reconciliation Recommended Guidance

Migrant Student Information Exchange (MSIX)

Account Creation

Denotes requir[ed]

First Name *

Last Name *

Email *

Phone *   x   Extension

Active From/To (Format: MM/DD/YYYY)

Active From — Active To

Optional: Specify dates to limit application access

Each account user role has different access to MSIX. Not everyone can see all of the reports but data staff working on CSPR will need access to the reports we mentioned.

User Role(s) *

- [ ] State Batch Submitter
- [ ] MSIX Primary User
- [ ] State Regional Administrator
- [ ] Regional User Administrator

- [ ] OME User Administrator
- [ ] State User Administrator
- [ ] MSIX Privacy Act Administrator

- [ ] State Data Administrator
- [ ] Secondary User
- [ ] Super User

- [ ] District Data Administrator
- [ ] Government Administrator
- [ ] Regional Data Administrator

Job Title *

- [ ] State MEP Administrator or Staff
- [ ] Student Liaison/Advocate
- [ ] Federal Contractor

- [ ] Regional/Local MEP Administrator or Staff
- [ ] Teacher
- [ ] Other: Please Specify

- [ ] MEP Recruiter
- [ ] School Guidance Counselor

- [ ] School Registrar
- [ ] Federal Employee

Table 1 – MSIX User Roles and Responsibilities

State User Categories

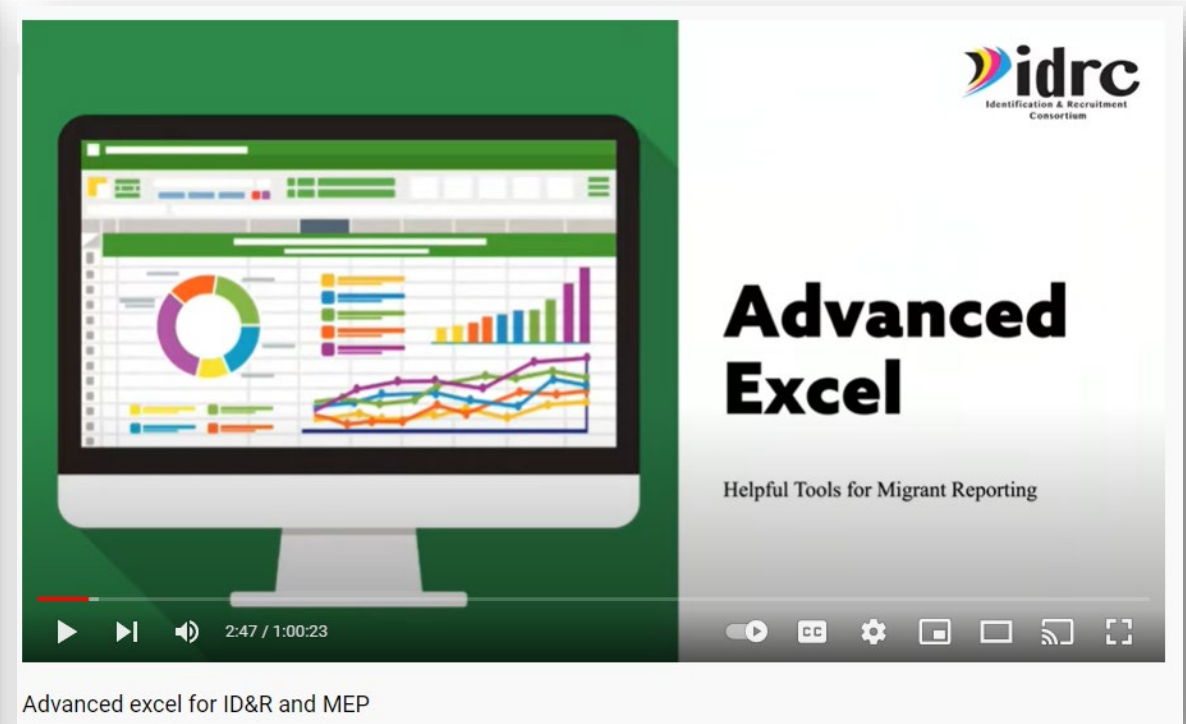| User Role	Description	Functions Allowed	Potential Users
Primary	MSIX Primary Users can query student records in all states. This role can also initiate the merge and split process for student records in their state.	• Search, display, and print student records • Export a student record to a file for load into a state system • Email notification of a student arrival • Initiate merge and split of student records • Access to all district-level MSIX Reports	• MEP Data Entry Staff • Recruiters • Other MEP-Funded Staff
Secondary	MSIX Secondary Users can query student records in all states.	• Search, display, and print student records for students in all states • Email notification of a student arrival • Limited access to MSIX reports	• Guidance Counselors • MEP Data Entry Staff • Recruiters • Registrars • Teachers
State Regional Administrator	State Region Administrator establishes and maintains the regional structure and associated districts for states that choose to use regions.	• Enable and disable regional structure • Create new regions • Associate districts to regions • Edit regions	• State identified
State User Administrator	State User Administrators establish and manage user accounts for users in their state.	• Create user accounts • Assign role(s) • Update user account information • Deactivate user accounts • Reset passwords	• State identified
Regional User Administrator	Regional User Administrators establish and manage user accounts for users in their region.	• Create user accounts • Assign role(s) • Update user account information • Deactivate user accounts • Reset passwords	• State identified
State Batch Submitter	State Batch Submitter upload and transfer student files to MSIX for processing. *Contact MSIX Help Desk for file server access.*	• Run data quality reports • Upload and transfer student files to MSIX for processing	• State technical team

User Role	Description	Functions Allowed	
State Data Administrator	State Data Administrators can validate or reject near matches, merges and splits of student records. The role can initiate the merge and split process for student records in their state. This role can also resolve data quality issues and serve as the primary point of contact for escalation issues.	• Search, display, and print student records • Export a student record to a file for load into a state system • Email notification of a student arrival • Initiate merge and split of student records • Generate Data and Information Exchange Reports • Validate or reject record near matches, merges and splits • Resolve data quality issues • Respond to escalation requests • State-level access to MSIX Reports	Administrators • MEP Data Entry Staff
Regional Data Administrator	Regional Data Administrators can validate or reject near matches, merges and splits of student records. The role can initiate the merge and split process for student records in their state. This role also serves as the secondary point of contact for escalation issues.	• Search, display, and print student records • Export a student record to a file for load into a state system • Email notification of a student arrival • Initiate merge and split of student records • Generate Data Reports • Validate or reject record near matches, merges and splits • Resolve data quality issues • Regional-level access to MSIX reports	• State MEP Administrators • MEP Data Entry Staff
District Data Administrator	District Data Administrators can validate or reject near matches, merges and splits of student records. The role can also initiate the merge and split process for student records in their state.	• Search, display, and print student records • Export a student record to a file for load into a state system • Email notification of a student arrival • Initiate merge and split of student records • Validate or reject record near matches, merges and splits • Resolve data quality issues • District-level access to MSIX reports	• State MEP Administrators • MEP Data Entry Staff

https://www.gadoe.org/School-Improvement/Federal-Programs/Documents/Migrant%20Education%20Program/FY22%20MSIXUserAccessGuideandApplication.pdf
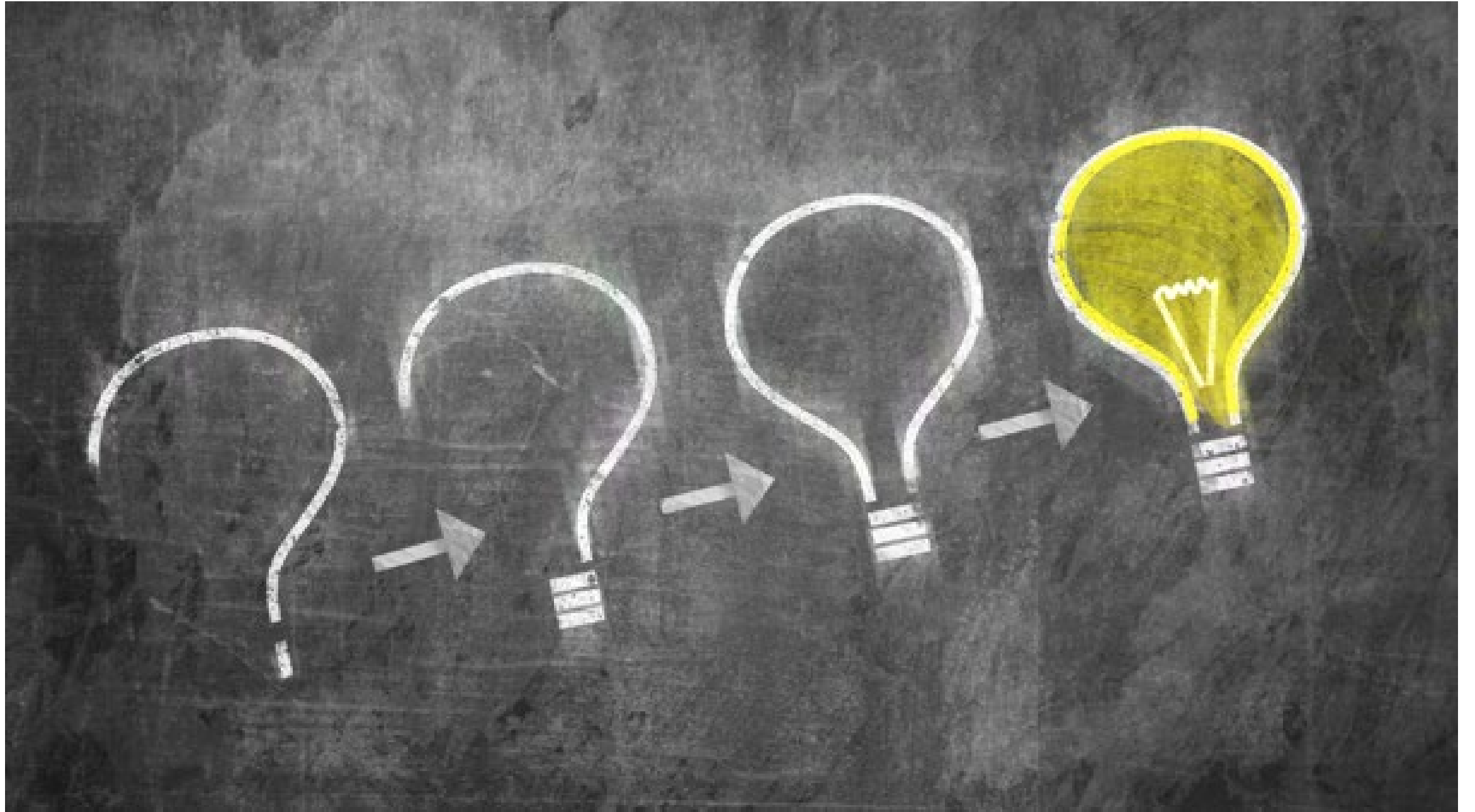
EXCEL IS AN EXCELLENT TOOL TO USE WITH MEP DATA!

Beginners Excel Tips and Tricks for MEP staff
BY MELISSA SCHELAH

Beginners Excel Tips and Tricks

https://youtu.be/CeOn7GUkkvM

Advanced Excel
Helpful Tools for Migrant Reporting

Advanced excel for ID&R and MEP

https://youtu.be/6fBY5-iyIcc
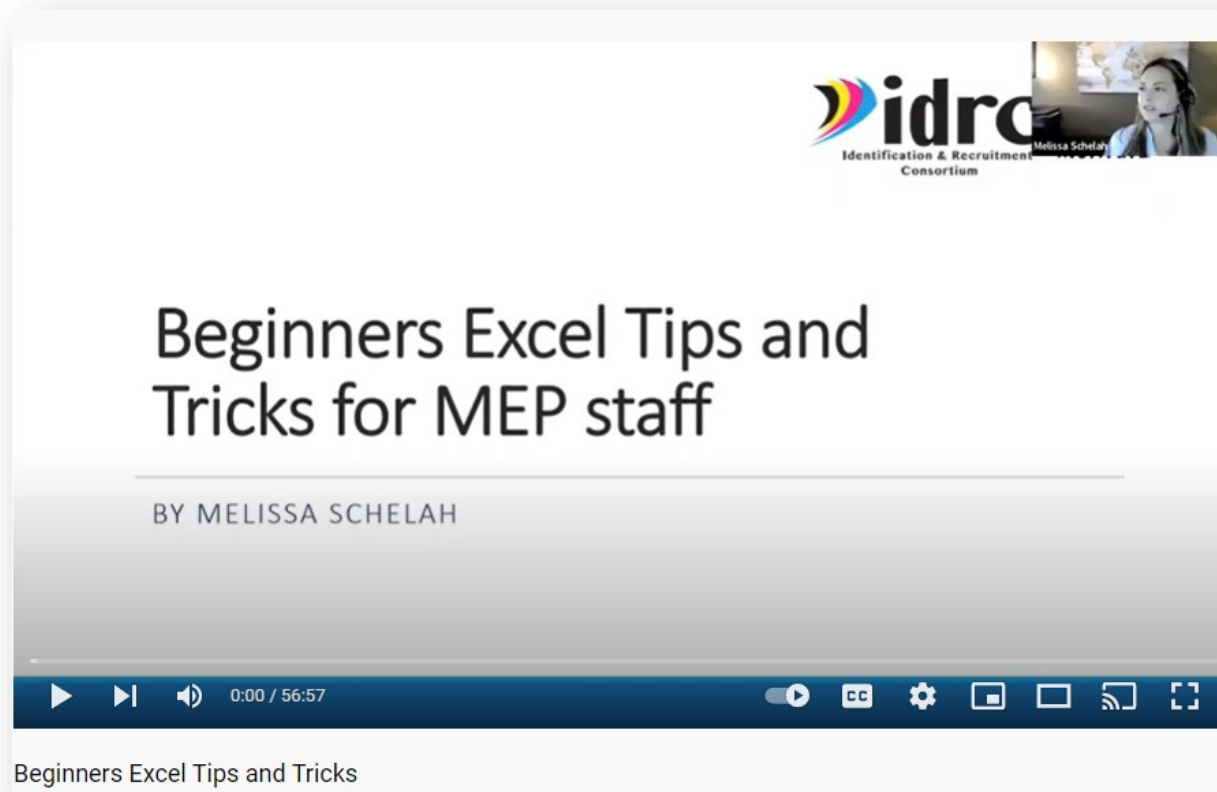
YOUR THOUGHTS?

Please fill out the IDRC Training review form by using the link below or the scanning the QR code with the phone's camera

Training title:
Preparing for the CSPR

https://www.surveymonkey.com/r/IDRCStaffTrainingEval21-22

CONTACT INFORMATION

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