DATA NEWSLETTER

The New COE

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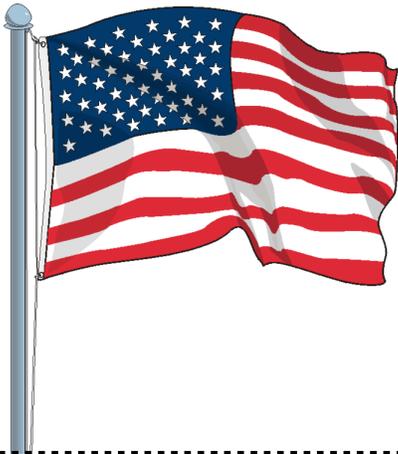
Starting on 7/1/17, recruiters started using the new COE. Here are the main changes:

- **Parent/Guardian 1 & Parent/Guardian 2:** Recruiters are going to record the name of the parents on these fields. If a student moved on his own (example: OSY) recruiters will write N/A instead of the name of parents.
- The **Qualifying Section** now includes a section for the Migratory Agricultural Worker (MAW) eligibility.
- **NOTE:** Most COEs will have exactly the same information between the Student and MAW Qualifying Moves. Still, we need to have complete and accurate information for all the sections of the COE so make sure you add/review all the sections of the Qualifying Moves
- For "To Join" moves, the date in which student and MAW come together is the QAD
- Please note that **4b** now requires both: actively sought AND recent history of moves for qualifying work
- **IMPORTANT**: If we were to queue and print a COE from MIS, it should be identical to the information on the paper COE. If you have any questions or changes, call your recruiter.
- **IMPORTANT** for ECOE: Make sure you are uploading at least 3 times a day and communicate with Will if you see anything that needs to be changed on the COE side of MIS

Friendly Reminder:

- MSIX MDEs: Enter updated and newly available MDEs for 16/17 Academic Period on MIS2000 by 7/24/17
- Early Childhood Academic Tool (Sep-June) enter of MIS2000 by 7/28/17
- The due date to enter all summary forms and services for 16/17 Academic Period on MIS2000 is 7/28/17
- Directors provide budget balance to NYSED by 7/28/17
- EasyCBM Window for Fall assessments is 8/14/17-10/13/17
- PAC and Parent Activities hard copies for SY16/17 sent to M-TASC by 8/31

Supporting the Recruiters under ESSA

- One of the key changes under ESSA is the definition of **Qualifying Move**:
  - ⇒ A move due to economic necessity from one school district to another. In the case of students *with/to join/to precede a migratory agricultural worker*
- More than ever, it is important to help your recruiter identify families that have moved in the past 3 years from one district to another that did not   obtain new qualifying work at time of the move
- In this example, you would have received a new COE for the family with the same QAD and a new Residency Date
- Please communicate with your recruiter if you believe a family might have a change on their qualifying information under ESSA
- Talk to your recruiter about reports you can run for them to help them implement new ESSA regulations and/or referrals
- Directors will receive a list of possible leads (QAD ≠ Residency Date) by end of July to review/discuss with staff
- Please remember that the ID&R Office is the entity that decide eligibility. With all new changes, it is very important that we let recruiters and ID&R make the final determination of eligibility
- If you have any questions about the outcome of a referral call Will

MSIX Expectations and Personal Identifiable Information (PII)

- ⇒ Search for student's information on MSIX when a new COE is received and mark the field "Student Searched" on the Student/School History tab

- ⇒ Send notifications through MSIX when a child departs to a different state. Please record this action by clicking on the "MSIX Departure Notification" located on the Student/School History tab

- ⇒ Send notification through MSIX when a child that moved from another state was identified in her area. Record this by clicking on the action field "MSIX Arrival Notification" located on the Student/School History tab

- ⇒ Print the Consolidated Records form if it can help staff determine services or school placement

- ⇒ Flag possible duplicate students

- ⇒ Communicate with the ID&R/MIS2000 Director about any data correction needed to be made in student's information display on MSIX

- ⇒ **IMPORTANT:** Be mindful about any PII that you might share through MSIX notification system. While MSIX is a secure system, we are still in charge of protecting PII for our students

- ⇒ **NOTE:** The ID&R Office will start tracking the MSIX action codes mentioned above as of 09/01/17. However, integrate now on your processes to ensure consistency in the future.