Florida Migrant Education Program
Glossary of Terms

Purposes of the Migrant Education Program (MEP)

(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.

Key Federal Regulatory Requirements for the MEP

Certificate of Eligibility (COE)	Responsibilities of SEAs to document the eligibility of migratory children. (1) An SEA and its operating agencies must use the COE form to document the State's determination of the eligibility of migratory children. (2) The SEA and its operating agencies must maintain any additional documentation the SEA requires to confirm that each child found eligible for this program meets all of the eligibility definitions. (3) An SEA is responsible for the accuracy of all the determinations of the eligibility of migratory children identified in the State.
Comprehensive Needs Assessment (CNA) and Service Delivery Plan (SDP)	The primary purpose of the CNA is to guide the overall design of the MEP on a statewide basis. SEAs and local operating agencies (LOAs) must identify the unique educational needs of migrant children and determine the specific services that will help migrant children achieve the State's measurable outcomes and performance targets. The CNA helps SEAs and LOAs prioritize those needs. SEAs are also required to develop a comprehensive State plan for service delivery that describes the strategies the SEA and LOAs will implement to help migrant children achieve the performance targets that the State has adopted for all children in reading and math, high school graduation, reducing dropout rate, school readiness, and any other performance target that the State has identified for migrant children.
Continuation of Services (COS)	Children whose 36-month eligibility for the MEP expired prior to the beginning of the summer/intersession program may be provided a continuation of services under these circumstances: (1) a child who ceases to be a migratory child during a school term shall be eligible for services until the end of such term; or (2) a child who is no longer a migratory child may continue to receive services for one additional school year, but only if comparable services are not available through other programs; or

Florida Migrant Education Program
Glossary of Terms

	(3) students who were eligible for services in secondary school may continue to be served through credit accrual programs until graduation.
Evaluation	Each SEA must determine the effectiveness of its MEP through a written evaluation that measures the implementation and results achieved by the program against the State's performance targets, particularly for those students who have priority for service.
Measurable Program Outcomes	The measurable program outcomes (i.e., objectives) that a State's migrant education program will produce to meet the identified unique needs of migratory children and help migratory children achieve the State's performance targets identified.
Performance Targets	Targets the State has adopted for all children in reading and mathematics achievement, high school graduation, reducing the dropout rate, school readiness, and any other performance targets the State has identified for migratory children.
Priority for Services (PFS) - Federal	In providing services with funds received under this part, each recipient of such funds shall give priority to migratory children who have made a qualifying move within the previous 1-year period and who— (1) are failing, or most at risk of failing, to meet the challenging State academic standards; or (2) have dropped out of school.

Priority for Services (PFS) - State	The State has determined that the following indicators **shall** be used to identify the students who should receive *PFS*:
	 A migratory child who:
	
	 • Has made a qualifying move within the previous 1-year period
	
	 AND
	 • Scored at Level 1 or Level 2 on the State Assessment (SA); **or**
	
	 • Is an English Language Learner (ELL); **or**
	
	 • Has an age/grade discrepancy; **or**
	
	 • Was retained; **or**
	
	 • Is at risk of failing to meet the state graduation requirements in one of the following areas:
	  o Has an unweighted GPA of 2.0 or below, **or**
	  o Has insufficient credits for promotion or graduation
	 OR
	 • Has dropped out of school

Florida Migrant Education Program
Glossary of Terms

Identification & Recruitment (ID&R) Quality Controls

An SEA must establish and implement a system of quality controls for the proper identification and recruitment of eligible migratory children on a statewide basis. At a minimum, this system of quality controls must include the following components:

(1) Training to ensure that recruiters and all other staff involved in determining eligibility and in conducting quality control procedures know the requirements for accurately determining and documenting child eligibility under the MEP.

(2) Supervision and annual review and evaluation of the identification and recruitment practices of individual recruiters.

(3) A formal process for resolving eligibility questions raised by recruiters and their supervisors and for ensuring that this information is communicated to all local operating agencies.

(4) An examination by qualified individuals at the SEA or local operating agency level of each COE to verify that the written documentation is sufficient and that, based on the recorded data, the child is eligible for MEP services.

(5) A process for the SEA to validate that eligibility determinations were properly made, including conducting prospective re-interviewing.

(6) Documentation that supports the SEA's implementation of this quality-control system and of a record of actions taken to improve the system where periodic reviews and evaluations indicate a need to do so.

(7) A process for implementing corrective action if the SEA finds COEs that do not sufficiently document a child's eligibility for the MEP, or in response to internal State audit findings and recommendations, or monitoring or audit findings of the OME.

ID&R Terms

Migratory Agricultural Worker	An individual who, in the preceding 36 months, made a *Qualifying Move* and, soon after the move (within 60 days), engaged in new temporary or seasonal employment or personal subsistence in *Qualifying Work* in agriculture.
Migratory Child	The term "migratory child" means a child or youth who is: (1) younger than 22 years of age; and (2) entitled to a free public education under State law; and (3) made a Qualifying Move in the preceding 36 months as a Migratory Qualifying Worker, or with a Migratory Qualifying Worker, or to join or proceed a Migratory Qualifying Worker.
Migratory Fisher	An individual who, in the preceding 36 months, made a *Qualifying Move* and, soon after the move (within 60 days), engaged in new temporary or seasonal employment or personal subsistence in *Qualifying Work* in fishing.
Migratory Qualifying Worker	An individual who is either a Migratory Agricultural Worker or Migratory Fisher.
Qualifying Move	A move an individual makes— (A) due to economic necessity; and (B) from one residence to another residence; and (C) from one school district to another school district.

Florida Migrant Education Program
Glossary of Terms

Migrant Student Information Exchange (MSIX)

MSIX is a web-based platform that links States' migrant student record systems to facilitate the national exchange of educational and health information for migratory children.

MSIX Change of Residence Submissions	Within four working days of receiving notification from MSIX that a migratory child in its State has changed residence to a new local operating agency within the State or another SEA has approved a new Certificate of Eligibility for a migratory child, an SEA must collect and submit to MSIX all new MDEs and MDE updates that have become available to the SEA or one of its local operating agencies since the SEA's last submission of MDEs to MSIX for the child. An SEA or local operating agency that does not yet have a new MDE or MDE update for a migratory child when it receives a change of residence notification from MSIX must submit the MDE to MSIX within four working days of the date that the SEA or one of its local operating agencies obtains the MDE.
MSIX Data Protection	Each SEA that receives a grant of MEP funds must— (1) Enter into and carry out its responsibilities in accordance with an MSIX Interconnection Agreement, an MSIX Interconnection Security Agreement, and other information technology agreements required by the Secretary in accordance with applicable Federal requirements; (2) Establish and implement written procedures to protect the integrity, security, and confidentiality of Consolidated Student Records, whether in electronic or print format, through appropriate administrative, technical, and physical safeguards established in accordance with the MSIX Interconnection Agreement and MSIX Interconnection Security Agreement. An SEA's written procedures must include, at a minimum, reasonable methods to ensure that—The SEA permits access to MSIX only by authorized users at the SEA, its local operating agencies, and LEAs in the State that are not local operating agencies but where a migratory child has enrolled; and The SEA's authorized users obtain access to and use MSIX records solely for authorized purposes; (3) Require all authorized users to complete the User Application Form approved by the Secretary before providing them access to MSIX. An SEA may also develop its own documentation for approving user access to MSIX provided that it contains the same information as the User Application Form approved by the Secretary; and (4) Retain the documentation required for approving user access to MSIX for three years after the date the SEA terminates the user's access.
MSIX Data Quality	Each SEA that receives a grant of MEP funds must— (1) Use, and require each of its local operating agencies to use, reasonable and appropriate methods to ensure that all data submitted to MSIX are accurate and complete; and (2) Respond promptly, and ensure that each of its local operating agencies responds promptly, to any request by the Department for information needed to meet the Department's responsibility for the accuracy and completeness of data in MSIX.
MSIX Data Submissions	For every migratory child for whom an SEA approves a new Certificate of Eligibility— An SEA must collect and submit to MSIX the MDEs within 10 working days of approving a new Certificate of Eligibility for the migratory child. An SEA that approves a new Certificate of Eligibility for a secondary school-aged migratory child must also collect and submit to MSIX within 10 working days of approving a new Certificate of Eligibility for

	the child MDEs from the most recent secondary school in that State attended previously by the migratory child; and notify MSIX within 30 calendar days if one of its local operating agencies obtains records from a secondary school attended previously in another State by the migratory child.
MSIX End of Term Submissions	Within 30 calendar days of the end of an LEA's or local operating agency's fall, spring, summer, or intersession terms, an SEA must collect and submit to MSIX all MDE updates and newly available MDEs for migratory children who were eligible for the MEP during the term and for whom the SEA submitted data previously. When a migratory child's MEP eligibility expires before the end of a school year, an SEA must submit all MDE updates and newly available MDEs for the child through the end of the school year.
MSIX Use of Consolidated Student Records	In order to facilitate school enrollment, grade and course placement, accrual of high school credits, and participation in the MEP, each SEA that receives a grant of MEP funds must— (1) Use, and require each of its local operating agencies to use, the Consolidated Student Record for all migratory children who have changed residence to a new school district within the State or in another State; (2) Encourage LEAs that are not local operating agencies receiving MEP funds to use the Consolidated Student Record for all migratory children; and (3) Establish procedures, develop and disseminate guidance, and provide training in the use of Consolidated Student Records to SEA, local operating agency, and LEA personnel who have been designated by the SEA as authorized MSIX users.
Procedures for MSIX Data Correction by Parents, Guardians, and Migratory Children.	Each SEA that receives a grant of MEP funds must establish and implement written procedures that allow a parent or guardian of a migratory child, or a migratory child, to ask the SEA to correct or determine the correctness of MSIX data. An SEA's written procedures must meet the following minimum requirements: (1) Response to parents, guardians, and migratory children. Within 30 calendar days of receipt of a data correction request from a parent, guardian, or migratory child, an SEA must— (A) Send a written or electronic acknowledgement to the requester; (B) Investigate the request; (C) Decide whether to revise the data as requested; and (D) Send the requester a written or electronic notice of the SEA's decision. If an SEA determines that data it submitted previously to MSIX should be corrected, the SEA must submit the revised data to MSIX within four working days of its decision to correct the data. If a parent, guardian, or migratory child requests that an SEA correct or determine the correctness of data that was submitted to MSIX by another SEA, within four working days of receipt of the request, the SEA must send the data correction request to the SEA that submitted the data to MSIX. An SEA that receives an MSIX data correction request from another SEA must respond as if it received the data correction request directly from the parent, guardian, or migratory child. (2) Response to SEAs. An SEA or local operating agency that receives a request for information from an SEA that is responding to a parent's, guardian's, or migratory child's data correction request must respond in writing within ten working days of receipt of the request.