



Guidelines for Reporting Migrant Students in KIDS

Introduction:

This document is focused on the process of reporting information on migrant students participating to the KIDS Collection System.

Related Documentation:

The primary documentation for migrant students can be found on the [KSDE Migrant Webpage](#). This webpage contains documents and guides, with the documents listed below being particularly important.

- Free Lunch Letter
- OME-Migrant Education Policy Guidance
- Migrant Fact Sheet
- KIDS 2016-2017 STCO Submission Details Document on the [KIDS Website](#)

Definition of Migrant Students for Reporting in KIDS:

Migratory Child:

According to Part C of Title I of the Elementary and Secondary Education Act a child is defined as a migrant if all of the following conditions are met:

- The child is not older than 21 years of age; and
- The child is entitled to a free public education under State law; and
- The child is a migrant agricultural worker or has a parent, spouse, or guardian who is a migrant agricultural worker; and
- The child has moved within the preceding 36 months in order to seek or obtain work, or to accompany or join the migratory agricultural worker who moved within the preceding 36 months in order to seek or obtain qualifying work.

Migrant families are a highly mobile population and migrant lifestyle creates many obstacles for migrant children. KSDE helps local educational agencies by providing support for high-quality and comprehensive educational programs for migrant children in order to reduce the educational disruption and other problems that result from repeated moves. We must ensure that migrant children who move among different school districts in different states are not penalized in any manner by disparities among the states in curriculum, graduation requirements, and state academic content and student academic standards. They need to be provided with appropriate educational services (including support services) that address their special needs in a coordinated and efficient manner and benefit from state and local programs.

Identifying Migrant Students

Public schools should indicate whether a student was considered a migrant student at any point during the 2016-2017 year when submitting a KIDS STCO record unless the student is a homeschooled student or unaccredited private school student. Private schools are not expected to report Migrant Student data on KIDS records. Each school should work with the district's appointed migrant liaison to ensure that the data submitted is accurate.

Students must be "certified" as migrant before they can be added as such in the KIDS system. Certification for migrant students is referred to as "COE" or Certificate of Eligibility. Students and their families work with a recruiter or staff at a service center in the designated area referenced in the attached map, to obtain their certification. When a student enrolls and indicates that they are migrant and a COE has not been provided by the service center or the students family, you need to contact your districts appointed migrant liaison.

KIDS Records (STCO):

Course information reported on STCO records will be used to populate the State and Federal Migrant systems. STCO records should be submitted for all course enrollments, course progression, and completed courses. The reason this information is collected is to better track migrant student's enrollment and course progressions which will assist in placing them in appropriate courses as they relocate.

STCO records should include the following data for the following STCO fields:

(F16) Migrant Student (Required)

0=No

1=Yes

****If a student at any time during the school year is considered an "migrant student," they should be reported as a 1 for the remainder of that school year.***

(F21) Course Status Allowable Values (Required)

00=Enrolled (Migrant Only)

01=Completed Pass

02=Completed Fail

04=Exited before course completion (Migrant Only)

99=Record Submitted in Error

(F22) Letter Grade

00=Enrolled (Migrant Only)-Not Required

01=Completed Pass-Required-Must contain a non-blank value

02=Completed Fail-Required-Must contain a non-blank value

04=Exited before course completion (Migrant Only)-Required-Must contain a non-blank value

**For additional information on reporting migrant students, contact:
(see Appendix A)**

Kansas Migrant Education Director/MEP State Director:

Doug Boline at dboline@ksde.org or (785) 296-2600

Greenbush Service Center:

Kelly Peak at Kelly.Peak@greenbush.org or (620) 724-6281

Northwest Kansas Service Center:
Tim Thornton at tthornton@nkesc.org or (785) 672-3125

Southwest Plains Regional Service Center:
Mike Toole at Mike.Toole@swplains.org or (620) 353-8114

Revision History:

Version	Date	Changes
1.00	8/10/16	New document for the 2016-2017 school year

The Kansas State Department of Education does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following person has been designated to handle inquiries regarding the non-discrimination policies: KSDE General Counsel, Office of General Counsel, KSDE, Landon State Office Building, 900 SW Jackson, Suite 102, Topeka, KS 66612, (785) 296-3201.

Service Centers by District

Greenbush Service Center, Kelly Peak, Kelly.Peak@greenbush.org, (620) 724-6281

USD	District	USD	District	USD	District
101	Erie-Galesburg	323	Rock Creek	416	Louisburg
108	Washington Co. Schools	329	Mill Creek Valley	417	Morris County
111	Doniphan West Schools	330	Mission Valley	418	McPherson
113	Prairie Hills	331	Kingman-Norwich	419	Canton-Galva
114	Riverside	335	North Jackson	420	Osage City
115	Nemaha Central	336	Holton	421	Lyndon
203	Piper-Kansas City	337	Royal Valley	423	Moundridge
204	Bonner Springs	338	Valley Falls	429	Troy Public Schools
205	Bluestem	339	Jefferson County North	430	South Brown County
206	Remington-Whitewater	340	Jefferson West	434	Santa Fe Trail
207	Ft. Leavenworth	341	Oskaloosa Public Schools	435	Abilene
229	Blue Valley	342	McLouth	436	Caney Valley
230	Spring Hill	343	Perry Public Schools	437	Auburn Washburn
231	Gardner-Edgerton	344	Pleasanton	439	Sedgwick Public School
232	DeSoto	345	Seamen	440	Halstead
234	Fort Scott	346	Jayhawk	446	Independence
235	Uniontown	348	Baldwin City	447	Cherryvale
243	Lebo-Waverly	353	Wellington	448	Inman
244	Burlington	356	Conway Springs	449	Easton
245	LeRoy-Gridley	357	Belle Plaine	450	Shawnee Heights
246	Northeast	358	Oxford	453	Leavenworth
247	Cherokee	359	Argonia Public Schools	454	Burlingame Public Schools
248	Girard	360	Caldwell	456	Marais Des Cygnes Valley
249	Frontenac Public Schools	362	Prairie View	458	Basehor-Linwood
251	North Lyon County	364	Marysville	460	Hesston
252	South Lyon County	365	Garnett	461	Neodesha
256	Marmaton Valley	366	Woodson	462	Central
257	Iola	367	Osawatomie	463	Udall
258	Humboldt	368	Paola	464	Tonganoxie

260	Derby	369	Burrton	465	Winfield
261	Haysville	372	Silver lake	469	Lansing
262	Valley Center Public School	373	Newton	471	Dexter
263	Mulvane	375	Circle	473	Chapman
264	Clearwater	377	Atchison Co. Community Schools	475	Geary County Schools
265	Goddard	378	Riley County	479	Crest
266	Maize	379	Clay Center	481	Rural Vista
267	Renwick	380	Vermillion	484	Fredonia
268	Cheney	384	Blue Valley	487	Herington
282	West Elk	385	Andover	490	El Dorado
283	Elk Valley	386	Madison-Virgil	491	Eudora
284	Chase County	387	Altoona-Midway	492	Flinthills
285	Cedar Vale	389	Eureka	493	Columbus
286	Chautauqua Co. Community	390	Hamilton	497	Lawrence
287	West Franklin	394	Rose Hill Public Schools	498	Valley Heights
288	Central Heights	396	Douglass Public Schools	499	Galena
289	Wellsville	397	Centre	503	Parsons
290	Ottawa	398	Peabody-Burns	504	Oswego
308	Hutchinson Public School	402	Augusta	505	Chetopa-St. Paul
309	Nickerson-South Hutchinson	404	Riverton	506	Labette County
311	Pretty Prairie	408	Marion-Florence	508	Baxter Springs
312	Haven Public Schools	409	Atchison Public Schools	509	South Haven
313	Buhler	410	Durham-Hillsboro-Lehigh		
320	Wamego	411	Goessel		
321	Kaw Valley	413	Chanute Public Schools		
322	Onaga-Havensville-Wheaton	415	Hiawatha		

Northwest Kansas Service Center, Tim Thornton, tthorton@nkesc.org, (785) 672-3125

USD	District
107	Rock Hills
109	Republic
110	Thunder Ridge
112	Central Plains
208	Wakeeney
211	Norton Community Schools
212	Northern Valley
224	Clifton-Clyde
237	Smith Center
239	North Ottawa County
240	Twin Valley
241	Wallace Co. Schools
242	Weskan
269	Palco
270	Plainville
271	Stockton
272	Waconda
273	Beloit
274	Oakley
275	Triplains
281	Graham County
291	Grinnell Public Schools
292	Wheatland
293	Quinter Public Schools
294	Oberlin
297	St. Francis
298	Lincoln
299	Sylvan Grove
305	Salina
306	Southeast Saline
307	Ell - Saline
314	Brewster
325	Phillipsburg
326	Logan
327	Ellsworth
333	Concordia
334	Southern Cloud
355	Ellinwood

376	Sterling
388	Ellis
392	Osborne County
393	Solomon
395	LaCrosse
399	Paradise
400	Smoky Valley - Lindsborg
401	Chase-Raymond
403	Otis-Bison
407	Russell County
412	Hoxie Community Schools
426	Pike Valley
431	Hoisington
432	Victoria
444	Little River

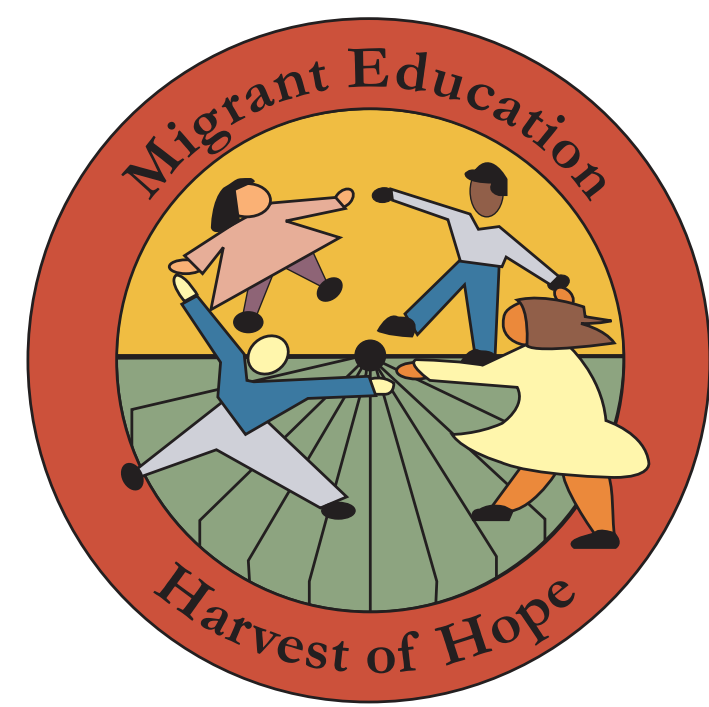
Southwest Plains Regional Service Center, Mike Toole, Mike.Toole@swplains.org,
(620) 353-8114

USD	District
106	Western Plains
219	Minneola
220	Ashland
225	Fowler
226	Meade
227	Hodgeman County
254	Barber Co. North
255	South Barber
300	Comanche County
303	Ness City
310	Fairfield
332	Cunningham
347	Kinsley-Offerle
349	Stafford
350	St. John-Hudson
371	Montezuma
381	Spearville
438	Skyline Schools
459	Bucklin
474	Haviland
476	Copeland
482	Dighton
495	Ft. Larned
496	Pawnee Heights
502	Lewis
511	Attica

The following school districts have their own project funding and provide their own services, therefore do not rely on a Service Center. If you have questions, contact Kansas Migrant Education Director/MEP State Director, Doug Boline, dboline@ksde.org, (785) 296-2600

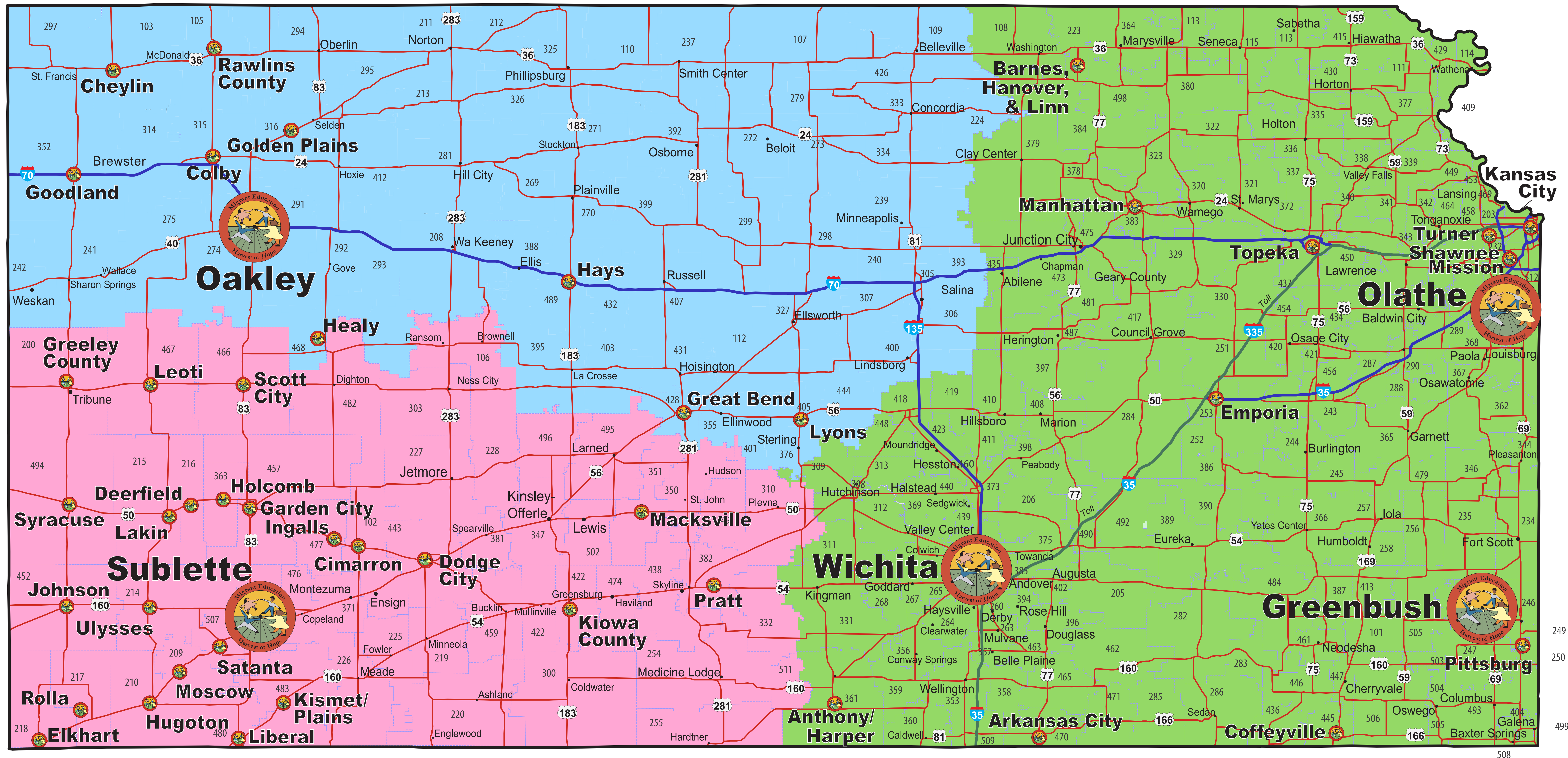
USD	District
102	Cimarron
103	Cheylin
105	Rawlins Co.
200	Greeley
202	Turner-Kansas City
209	Moscow
210	Hugoton
214	Ulysses
215	Lakin
216	Deerfield
217	Rolla
218	Elkhart
223	Barnes
233	Olathe
250	Pittsburg
253	Emporia
259	Wichita
315	Colby
316	Golden Plains
351	Macksville
352	Goodland
361	Anthony-Harper
363	Holcomb
374	Sublette
382	Pratt
383	Manhattan-Ogden
405	Lyons
422	Kiowa
428	Great Bend
443	Dodge City
445	Coffeyville
452	Stanton County
457	Garden City
466	Scott County
467	Leoti
468	Healy

470	Arkansas City
477	Ingalls
480	Liberal
483	Kismet-Plains
489	Hays
494	Syracuse
500	Kansas City
501	Topeka Public Schools
507	Satanta
512	Shawnee Mission Public School



Kansas Migrant Education Program

[2016-2017 Map] ID&R / OSY / K12 Regions



Northwest Kansas
State ID&R / K12 / OSY Project
(Oakley)

62 School Districts
Approx. 12,290 sq. miles
3 Regional Recruiters
2 Advocates
5 Tutors

(Northwest Kansas Region)

Southwest Kansas
State ID&R / K12 / OSY Project
(Sublette)

50 School Districts
Approx. 12,525 sq. miles
8 Regional Recruiters
7 Advocates
4 Tutors

(Southwest Kansas Region)

Eastern Kansas
State ID&R Project (Greenbush)
K12 / OSY (Greenbush)

174 School Districts
Approx. 16,330 sq. miles
8 Regional Recruiters
5 Advocates
21 Tutors

(Eastern Kansas Region)