# Migrant Child and Student Guidelines for SSID Numbers

### **MAPS and MSIX Reporting**

Utah is beginning to use a new system called MAPS for state migrant data collection. An SSID must be determined/retrieved for each student in MAPS. From these data, the USOE produces files for the Federal Government's MSIX system and for the USOE clearinghouse/warehouse. Under federal law, migrant students are eligible to receive services from ages O through 21. There have been questions about SSID numbers for pre-school age migrant students.

With the USOE's new Certificate of Eligibility (COE) data entry system, the SSID for migrant students will also serve as their migrant student number and will provide a link to the students' other records in the USOE data warehouse. In order to assign an SSID, the LEA must enroll the child in a school as long as he/she is within the appropriate age range.

## **LEA Tips for SSID Numbers Used in MAPS**

- LEAs must have an SSID number for all children reported in MAPS (Migrant database)
- A child's age can be from 0 to 23 in the SSID system
- If SSID request files are being validated using the local SSID Request File Validation application, the application's configuration file should be modified to accept ages as young as zero. (See SSID Web Site to download instructions)
- A school number is required from the subject LEA. The school that the child would attend geographically within the LEA, if he/she were attending school determines what the *target* school number is. *This target school number must be used to ensure statewide reporting consistency*.
- If the child's age is pre kindergarten, the LEA must use the target school number as though he/she were of school age.
- If the child's age is school age and the child is not enrolled, the LEA must use the target school number as though he/she were attending school. Presumably, the child will be enrolled.
- Former assumption that a kindergarten age or younger child will require a 'New' request for the SSID system is no longer safe.
- Assumption that a kindergarten age or younger child may require a 'Retrieve' request for the SSID system is the best practice to ensure unique identifiers. This is particularly true for migrant family children whose families are mobile.
- All LEAs should adhere to retrieving SSID numbers before making 'New' requests, even if the subject LEA does not participate in Migrant programs.

## **Additional Information - SSID**

- ssidhelp@schools.utah.gov
- SSID Web Site / Support Page

#### Additional Information – MAPS/MSIX

- LEA Migrant Director
- Max Lang <u>Max.Lang@schools.utah.gov</u>
- Renee Medina Renee. Medina @schools.utah.gov