

November Monthly Records Clerk Meeting

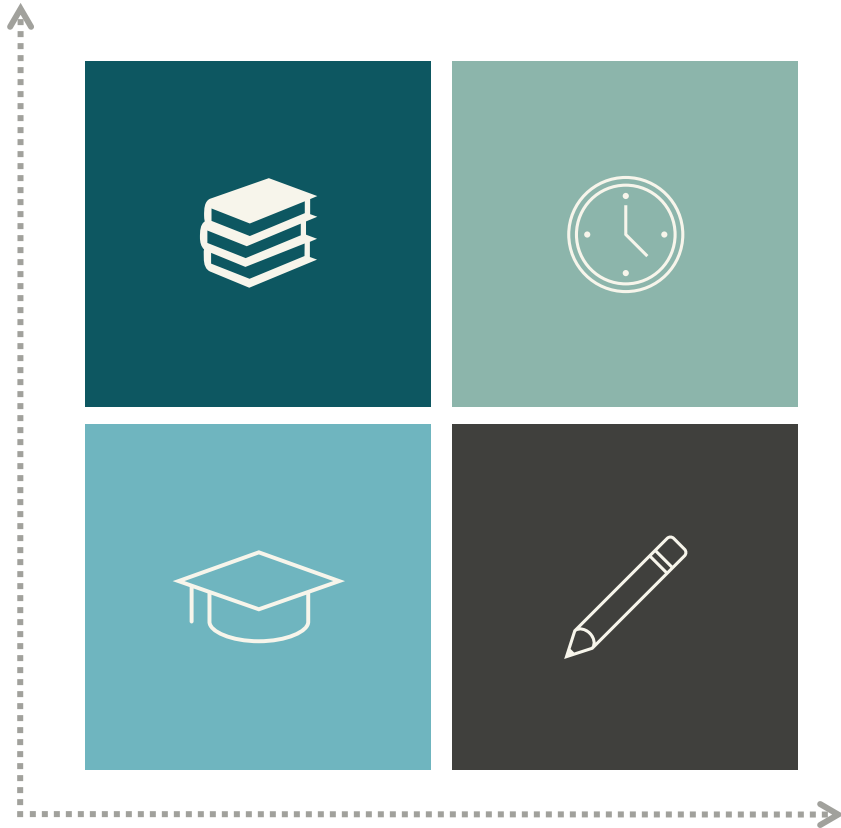
OSPI Title I, Part C Migrant Education Program
Sylvia Reyna, Maria Guzman, Cear St. Onge, Elizabeth Ramos

November 19, 2025 | 10:00 to 11:00 am



Washington Office of Superintendent of
PUBLIC INSTRUCTION

Agenda / Concepts



Report Pre Assessments

This includes PRE assessments

Review and Report Health Data

Check immunization records and 3-year physical exam reports

Report Supplemental Services

Checking for missing enrollments

Review Report: *Students Turning Three List*

These students need to be withdrawn and re-enrolled

Missing Enrollments

Missed siblings enrollment list

Report : *Grade/Age Distribution Summary-Needs Clean Up*

This report calculates the total number of students by age and grade level; identifying students who are one or two (1 or 2) years behind their peers or off course to graduate.

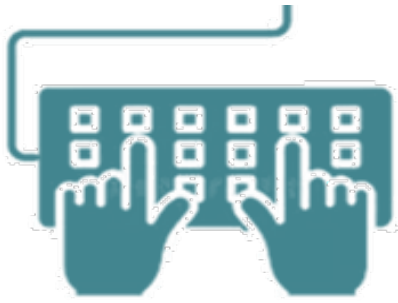
Multi Factor Authentication (MFA)

A **security process** that requires users to provide two or more independent credentials (factors) to verify their identity before gaining access will become effective in January

Tips and Reminders

Pop quiz





Records Clerk Monthly Meetings

Virtual via Zoom | Held on Wednesdays from 10-11 am

Month	Date	Registration Link
NOVEMBER	November 19th	https://us02web.zoom.us/join/EMQ_ONyPTW6MTrJk9xminQ
December	December 10 th	https://us02web.zoom.us/join/cQtimrd7TmuKOyiyg8Z_Ww
January	January 14 th	https://us02web.zoom.us/join/vIF_6hisRwOUx13C8Mw3hQ
February	February 11 th	https://us02web.zoom.us/join/uLZzKEddSDOiUCAJ00_n9w
March	March 11 th	https://us02web.zoom.us/join/c2MLWO37SiKrJbfdehvNTg
April	April 8 th	https://us02web.zoom.us/join/e3cR6SKpThSmJZtSYj02LA
May	May 13 th	https://us02web.zoom.us/join/oMG36Pq2Q4-qRwA2bdeOsA
June	June 10 th	https://us02web.zoom.us/join/0zS_dcErQki2guz4kP2a_A



Office hours Info

Zoom link: <https://us02web.zoom.us/j/83813341344?from=addon>



- Virtual via Zoom
- Every other week
- Wednesdays
- 10-11 am



Training Information

- **Review the training materials at the [Resources for Records Clerks](#) page in MSIS**
- **Contact Maria Guzman for technical assistance or trouble shooting at maria.guzman@k12.wa.us**



November Monthly Activities

Activities you should complete this month to stay on track with your reporting

1. Did your district apply for **ELA and/or Math**:
 - Report Pre-Assessments
2. **Report**
 - Missing Immunization Data
 - Migrant Physical Exam Data
 - Supplemental Services
3. **Review**
 - *Students Turning Three List* Report
4. **Check** for Missing Enrollments
 - *Possible Missed Sibling Enrollment List* Report



Records Clerk: November



Happy Thanksgiving! This month, those districts that are providing academic services should report their PRE assessment scores. We are also focusing on reporting health data.

Activities

☐ **IF YOUR DISTRICT APPLIED FOR ELA AND/OR MATH: REPORT PRE ASSESSMENTS**

- Report pre assessments for students in Pre-k thru 8th grade who are receiving ELA or Math services

☐ **REPORT MISSING IMMUNIZATION DATA**

- Run Immunization -Exemption on file report as "no immunization/exemption on file"
- Use the MASS screen to report "YES" if applicable

☐ **REPORT MIGRANT PHYSICAL EXAM DATA**

☐ **REPORT SUPPLEMENTAL SERVICES**

- Review which services are on your district grant and report those services

☐ **REVIEW STUDENTS TURNING 3 LIST: WITHDRAW AND RE-ENROLL**

- Withdraw a day before their birthday and re-enroll on their birthday
- Example: Student turns 3 on 10/31/2024: withdraw on 10/30/2024 and re-enroll on 10/31/2024.

☐ **CHECK FOR MISSING ENROLLMENTS**

- Use Possible Missed Sibling Enrollment List
- District Enrollment Status Report

Helpful MSIS Reports

- Immunization-Exemption on File Report
- 3 Year Physical Exam Report
- Students Turning 3 List
- Building Supplemental Services Summary
- Building Pre/Post Test Summary

NOTES:





Reporting Pre-Assessments

Pre Assessment Reporting

- Pre and Post Assessments are **required** for districts that are providing ELA, Math and/or PreK services (Academic Services) for all students that are in PreK through 8th grade. The only academic service that does not require pre/post assessment is credit accrual. High School Students are not assessed, as we want them to be working towards retrieving that credit.
- Pre Assessments-completed anytime between the end of October through December (Fall).
- Post Assessments typically end of school year, May or June (Spring).
- When reporting: The information to be added into the **Add Assessment Screen**: *Test Date, Test Name, Subject Category, Score Type* and *Test Score* you will obtain from your testing coordinator or the person in your district that ensures that our migrant students are completing these assessments.
- If for some reason the testing coordinator gives you the information and there is a specific test in "reading" or a specific Math that is not listed in the drop down, select "ELA" or "Math" when reporting.
- Districts may also report local standardized assessments when no pre/post assessment is provided. If your district is not offering academic services, we encourage you to enter local standardized assessment data in MSIS to support our highly mobile students. Leave the Pre/Post field blank, select a "Test Name" from the drop-down list, report only the listed assessments, and complete all remaining fields.



Individual Student Pre Assessment-Reporting

The screenshot displays the MSIS (Massachusetts Student Information System) interface. The top navigation bar includes links for DASHBOARDS, STUDENT, MASS, REPORTS, and ADMIN. The left sidebar shows the 'Student' section with options for Individual, Advanced Student Search, Information, and Enroll/Withdraw. The main content area is titled 'Advanced Student Search' and shows search results for Student ID 33333333. The results table lists the student's details: Student ID 33333333, COE Number WA252499E, Name MARIO TEST MSDR, Birthdate 07/17/2007, and Recent District EASTMONT. A 'Quick Actions' menu is visible next to the student's name, and a button labeled 'Add or View Assessments' is at the bottom right of the results table. The browser address bar shows the URL: https://msis.msdr.org/Student/SearchResults?input=33333333&quick=1.

MSIS2

https://msis.msdr.org/Student/SearchResults?input=33333333&quick=1

MAIRA.RUIZ

33333333

Student

Search Results

< RETURN TO ADVANCED SEARCH CRITERIA

Student ID	COE Number	Name	Birthdate	Recent District	Quick Actions
33333333	WA252499E	MARIO TEST MSDR	07/17/2007	EASTMONT	

Add or View Assessments 1-1 of 1

SSID: 33333333
Age: 18
Gender: M

Birthdate mm/dd/yyyy

Gender

SEARCH STUDENT



Individual Student Pre Assessment-Reporting

The screenshot displays the MSIS (Washington State Information System) interface for student assessment reporting. The top navigation bar includes links for DASHBOARDS, STUDENT, MASS, REPORTS, and ADMIN. The user is logged in as Maira Ruiz.

Student Information: MARIO MSDR, DOB: 07/17/2007, MID: 33333333, SSID: [redacted].

Assessment Table:

District	Building	Test Name	PrePost Test	Test Subject	Score Type	Score
PASCO	PASCO SENIOR HIGH SCHOOL	STAR	-	MATH	LEVEL	3
ABERDEEN	HARBOR HIGH SCHOOL	NWEA	-	ELA	RAW SCORE	99
WA MIG ED PROGRAM	WA TEST DISTRICT	AR	Pre	ENGLISH	CRITERION	10
WA MIG ED PROGRAM	WA MIG ED PROGRAM SCHOOL DISTRICT	DIAL	-	LISTENING/SPEAKING	SCALED SCORE	2

Quick Actions: A row of icons for various actions, with a hand cursor hovering over the 'Add or View Assessments' button.

Add Assessment Form:

- Enrollment: 08/04/2025
- Test Date: 08/11/2025
- Pre / Post: Pre
- Regular / Summer: Regular
- Test Name: iReady
- Subject Category: ELA
- Score Type: LEVEL
- Test Score: 4
- Possible Score: [blank]

Buttons: CANCEL, ADD



Pre Assessment Mass Reporting

Select MASS, Educational, select Assessment. The MASS Assessment Screen will appear. Your district will automatically populate. You will need to select the: **Building** in which your students are enrolled in that you are reporting for, the **Grade** or all grades, ensure the current **School Year** appears and **Enrollment Term**.

MSIS

ELIZABETH RAMOS

DASHBOARDS

STUDENT

MASS

REPORTS

ADMIN

Student Search

Mass

Enrollment

Enroll

Withdraw

Missed Sibling

Needs Withdraw

COE Enroll

Educational

Assessment

Graduation Requirements

School of Graduation

Supplemental

Eligibility

COE Revalidation

Missed COE

Health

Mass Assessment Process

Selected Building

WA TEST DISTRICT

Selected Grade

All GRADE LEVELS

Selected Assessment Term

REGULAR

Step 1: Select Test Information

Pre/Post

N/A

Test Type/Name

Subject

Score Type

Test Date

mm/dd/yyyy

Step 2: Enter Scores

Student ID	SSID	Student Name	Birthdate	Grade	Enrollment	Withdrawal	Score
33333333		MSDR, MARIO	07/17/2019	12	09/02/2024	05/09/2025	Score
33333333		MSDR, MARIO	07/17/2019	12	01/16/2025	06/11/2025	Score
33333333		MSDR, MARIO	07/17/2019	12	07/07/2025	08/01/2025	Score

Mass Assessment Process Screen: This screen shows the list of students enrolled in the building.

Pre Assessment Mass Reporting-Steps

- ✓ **Step 1: Test Information**--Select if *Pre*, *Post* or *N/A*, *Test Type/Name*, *Subject*, *Score Type* and *Test Date* (obtain from test coordinator)
- ✓ **Step 2: Enter Scores**--Enter the student's **Score** and **Possible Score** (if applicable).

Mass Assessment Process

[RETURN TO MASS ASSESSMENT CRITERIA](#)

Selected Building
WA TEST DISTRICT

Selected Grade
All GRADE LEVELS

Selected Assessment Term
REGULAR

Step 1: Select Test Information

Pre/Post: Pre | Test Type/Name: | Subject: | Score Type: | Test Date: mm/dd/yyyy

Step 2: Enter Scores

Student ID	SSID	Student Name	Birthdate	Grade	Enrollment	Withdrawal	Score	Possible Score
33333333		MSDR, MARIO	07/17/2019	12	09/02/2024	05/09/2025	Score	Possible Sc...
33333333		MSDR, MARIO	07/17/2019	12	01/16/2025	06/11/2025	Score	Possible Sc...
33333333		MSDR, MARIO	07/17/2019	12	07/07/2025	08/01/2025	Score	Possible Sc...

[SUBMIT SCORES](#)

Possible Score appears when "Pre/Post" is selected

Only report assessment scores for the students that received the support and completed the test

Submit Scores button is located at the bottom of the page for the scores to be submitted.



Building Pre/Post Test Summary

To verify that your data was submitted: Go to: Reports, Educational, Assessments and select the **Building Pre/Post Test Summary**


The screenshot shows the MSIS (Washington State Information System) interface. The top navigation bar includes 'MSIS', 'MAIRA.RUIZ', 'DASHBOARDS', 'STUDENT', 'MASS', 'REPORTS' (highlighted), and 'ADMIN'. A 'Student Search' bar is on the right. The left sidebar shows a tree view with 'Reports' expanded, containing 'Student Lists', 'Enrollment', 'Eligibility', 'Statistical', 'Educational' (expanded), 'Assessment' (selected), 'Secondary', 'Supplemental', 'Health', and 'Health Reports'. The main content area shows the 'Building Pre/Post Test Summary' report configuration. It includes a description: 'This report lists the students who have been served in ELA and/or Math and their Pre/Post assessment scores.' Below this are four filters: 'DISTRICT' (set to 'PROSSER'), 'Building' (set to 'PROSSER HEIGHTS ELEMENTARY'), 'Enrollment Type' (set to 'Regular Enrollments'), and 'School Year' (set to '2024-2025'). A 'Search Grades from K to 12' slider is visible. A 'VIEW REPORT' button is on the right. Below the configuration area, there are links to 'District Pre/Post Test Summary' and 'Formal Assessment Report'.

Select: *District, Building (the one you reported for), Enrollment Type, School Year (populates to current) and View Report*




Building Pre/Post Test Summary Report

- This report lists the students who have been served in ELA and/or in Math & their Pre/Post assessment scores
- Make sure to select the regular, current school year to verify that you have reported assessment scores
- Students with YES for services in Math & ELA must have an assessment score reported


Washington Migrant Student Information System

[← BACK TO REPORTS/ASSESSMENT](#)


Date Created: 11/18/2025

BUILDING PRE/POST TEST SUMMARY

PROSSER DISTRICT 2024-2025 SCHOOL YEAR

Building Name	Student Id	Student Name	Grade Level	Enrollment Date	Withdrawal Date	Served In Math	Math Pre Test Score	Math Post Test Score	Served In ELA	ELA Pre Test Score	ELA Post Test Score
KEENE-RIVERVIEW ELEMENTARY			1	08/27/2024	06/12/2025	YES	336	369	YES	338	457
KEENE-RIVERVIEW ELEMENTARY			1	08/27/2024	06/12/2025	YES	336	369	YES	336	457
KEENE-RIVERVIEW ELEMENTARY			1	08/27/2024	06/12/2025	YES	375	412	YES	348	441
KEENE-RIVERVIEW ELEMENTARY			1	08/27/2024	06/12/2025	YES	356	394	YES	358	421
KEENE-RIVERVIEW ELEMENTARY			1	01/08/2025	06/12/2025	NO		403	NO		
KEENE-RIVERVIEW ELEMENTARY			1	08/27/2024	06/12/2025	YES	350		YES	331	402
KEENE-RIVERVIEW ELEMENTARY			2	08/27/2024	06/12/2025	YES	385	410	YES	423	422
KEENE-RIVERVIEW ELEMENTARY			2	08/27/2024	06/12/2025	YES	385	410	YES	423	422
KEENE-RIVERVIEW ELEMENTARY			2	08/27/2024	06/12/2025	YES	380	374	YES	386	442





Reporting Health Records

Report Missing Immunization Data

The screenshot shows the MSIS Washington Migrant Student Information System interface. The main navigation bar includes links for DASHBOARDS, STUDENT, MASS, REPORTS, and ADMIN. The left sidebar lists various report categories: Student Lists, Educational, and Health. The Health Reports section is expanded, showing options like Medical Alerts, Screenings, and 3 Year Physicals. The main content area displays the 'IMMUNIZATIONS-EXEMPTIONS REPORT' for the 2025-2026 School Year. The report is currently empty, showing only the header row.

BUILDING	STUDENT NAME	STUDENT ID	SSID	Birth Date	GRADE	Enroll date	Withdraw Date
					P4	09/01/2025	
					3	09/01/2025	
					3	09/01/2025	
					4	09/01/2025	
					4	09/01/2025	
					4	09/01/2025	
					4	09/01/2025	



MASS Immunization Reporting

The left screenshot shows the MSIS MASS interface. The sidebar menu includes sections for Enrollment, Educational, Eligibility, and Health. The 'Health' section is expanded, showing 'Immunization' and 'Screening'. The main content area displays the 'Immunizations Report' page, which includes a 'DISTRICT' dropdown set to 'OMAK' and a 'Show' button set to 'All Immunizations'. Below this, there are links to 'Medical Alerts Report', 'Screenings Report', and '3 Year Physical Report'.

The right screenshot shows the 'Mass Immunization' page. It includes a 'Mass Immunization Criteria' section with a link to 'Set criteria for table below'. Below this is a table titled 'Immunization' with columns for 'Student Id', 'Student Name', 'Grade', 'Birthdate', 'Enrollment Date', and 'On File'. The table contains five rows of data, each with a checkbox in the 'On File' column. The bottom of the page shows 'Records per page: 5' and '1-5 of 26'.

Use the MASS screen to report "YES" if applicable



3-Year Physical Exam Report

MSIS

CEAIR-ST.ONGE

DASHBOARDS

STUDENT

MASS

Reports

Student Lists

Enrollment

Eligibility

Statistical

Educational

Assessment

Secondary

Supplemental

Health

Health Reports

MSIS > Reports > Health

Immunizations Report
This report displays students that have an immunization

Medical Alerts Report
This report lists students who have had a Medical Dis

Screenings Report
This report lists students who have had a Health Scre

3 Year Physical Report
This report lists students who have had a Physical w

DISTRICT
NONE SELECTED

Grade
All

Students
Needing A Physical Exam

Phys
All P

MSIS Washington Migrant Student Information System

← BACK TO REPORTS/HEALTH

Date Created: 11/17/2025

3-YEAR PHYSICAL EXAM REPORT

Students Enrolled in the 2025-2026 School Year Needing a Physical Exam

TOTAL STUDENTS: 35

BUILDING	STUDENT NAME	STUDENT ID	SSID	Birth Date	GRADE	Priority	Exam Date	Exam Status	Reporting District	Funding Source
					6	YES	12/12/2017	Parent Reported	KENNEWICK	Non-Migrant
					4	YES	11/01/2021	Parent Reported	NORTH FRANKLIN	Non-Migrant
					4	YES	11/30/2020	Other	NORTH FRANKLIN	Migrant
					3	NO	06/13/2022	Parent Reported	NORTH FRANKLIN	Non-Migrant
					4	NO	01/15/2022	Parent Reported	NORTH FRANKLIN	Non-Migrant
					4	NO	11/09/2021	Parent Reported	WARDEN	Non-Migrant
					4	NO	06/05/2019	Parent Reported	WARDEN	Non-Migrant
					3	YES	12/23/2021	Other	NORTH FRANKLIN	Migrant





Supplemental Services

Reporting Supplemental Services

New for SY 25-26

The screenshot displays the MSIS (Massachusetts State Information System) interface. The top navigation bar includes a hamburger menu, the MSIS logo, a dropdown for 'CEAIR.ST.ONGE', and tabs for 'DASHBOARDS', 'STUDENT', 'MASS', 'REPORTS' (highlighted in teal), and 'ADMIN'. On the left, a sidebar lists categories: 'Reports' (with a checkmark icon), 'Student Lists' (Enrollment, Eligibility, Statistical), 'Educational' (Assessment, Secondary), 'Supplemental' (highlighted in light blue), and 'Health' (Health Reports). The main content area shows the breadcrumb path 'MSIS > Reports > Supplemental' and a list of five reports, each with a dropdown arrow icon and a brief description:

- [MGS & MSA Online Service Report](#)
This report lists all migrant services provided to a student.
- [OSY Online Services Report](#)
This report summarizes OSY.
- [Building Supplemental Services Summary](#)
This report summarizes supplemental services by Building.
- [District Supplemental Services Summary](#)
This report summarizes supplemental services by District.
- [Student Supplemental Services Report](#)
This report summarizes supplemental services by Student.

- Reports - Supplemental
- Building Supplemental Services Summary
- Report supplemental service for students in Pre-K through 8th grade receiving ELA or math services
- Report credit accrual
- Report any non academic supplemental services



Building Supplemental Services Report

MSIS

CEAIR.ST.ONGE

DASHBOARDS

STUDENT

MASS

REPORTS

ADMIN

Student Search

Reports

Student Lists

Enrollment

Eligibility

Statistical

Educational

Assessment

Secondary

Supplemental

Health

Health Reports

MSIS > Reports > Supplemental

MGS & MSA Online Service Report

This report lists all migrant services provided to a s

OSY Online Services Report

This report summarizes OSY.

Building Supplemental Services Summary

This report summarizes supplemental services by B

DISTRICT GRANDVIEW

School Year 2025-2026

District Supplemental Services Summary

This report summarizes supplemental services by B

Building Supplemental Services Report

GRANDVIEW FOR SCHOOL YEAR 2025-2026

	Migrant-Funded Supplemental Programs																			Other Educational Services		
	Academic Services							Non-Academic Services								Service Approach						
9 TOTAL	CRED ACCR	ELA	ESL OSY	LF SKL OSY	MATH	PK	SCI	CAR POST	DNTL	ED SUPL	HLTH	NON INST	SOC OUT	STDNT LEAD ENG	TECH	TRAN	CASE MGMT	STDT ADV	LAP	SPEC ED	ST BLNG	
BUILDING																						
GRANDVIEW																						
CONTRACT HIGH LEARNING CENTER																						
GRANDVIEW								2		4	2	3	4	3				4				
GRANDVIEW HIGH SCHOOL																						
GRANDVIEW										6		15						17				
GRANDVIEW MIDDLE SCHOOL																						
GRANDVIEW																						
MCCLURE ELEMENTARY SCHOOL																						
GRANDVIEW																						
SMITH ELEMENTARY SCHOOL																						
GRANDVIEW																						
STEP UP TO COLLEGE OPEN DOORS HIGH SCHOOL																						
GRANDVIEW																						
THOMPSON ELEMENTARY SCHOOL																						
GRANDVIEW																						
OUT OF SCHOOL																						
TOTAL								2		10	2	18	4	3				21				

Working Office of Superintendent of



Supplemental Services MASS

Inside OSPI - Home | (1) PowerPoint | PowerPoint | Mic | MSIS2

https://msis.msdr.org/Mass/Supplemental

MSIS ELIZABETH RAMOS DASHBOARDS STUDENT MASS REPORTS ADMIN 11111111

Mass

Mass Supplemental Process

RETURN TO MASS SUPPLEMENTAL CRITERIA

Enrollment

Enroll

Withdraw

Missed Sibling

Needs Withdraw

COE Enroll

Educational

Assessment

Graduation Requirements

School of Graduation

Supplemental

Eligibility

COE Revalidation

Missed COE

Health

Immunization

Screening

DISTRICT
WA MIG ED PROGRAM

Building
WA TEST DISTRICT

Grade
ALL GRADES

SUBMIT

Enrollment

Enroll

Withdraw

Missed Sibling

Needs Withdraw

COE Enroll

Educational

Assessment

Graduation Requirements

School of Graduation

Supplemental

Eligibility

COE Revalidation

Missed COE

Health

Immunization

Screening

Mass Supplemental Process

Show or Hide Services

RETURN TO MASS SUPPLEMENTAL CRITERIA

SHOW ALL SERVICES

Grade Level
All Grade Levels

Enrollment Term
REGULAR

Student

Enrollment

CRED ACCR

ELA

MATH

PK

SCI

CAR POST

DNTL

ED SUPL

HLTH

33333333
MSDR, MARIO
DOB: 07/17/2019

WA TEST DISTRICT
Grade Level: 12
ENR: 10/10/2025

1-1 of 1

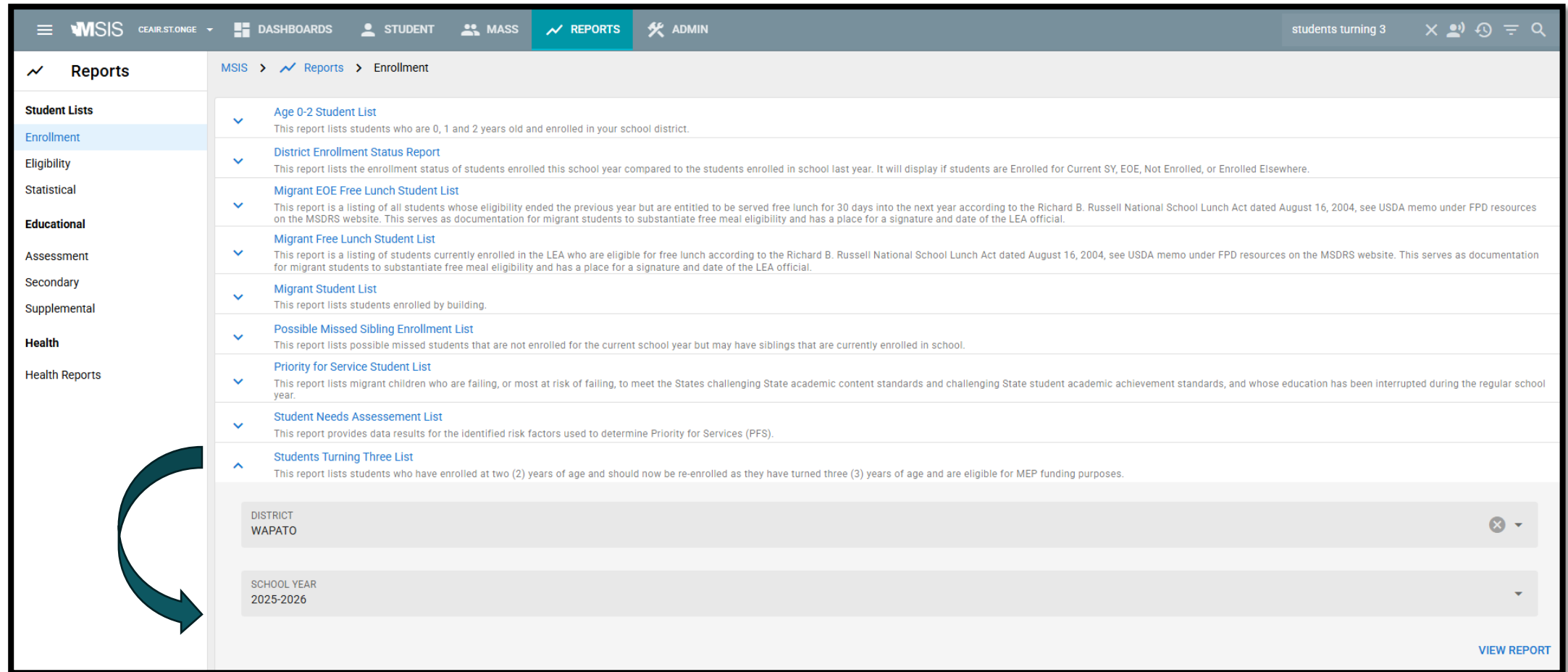
BACK TO TOP DATA CHANGE REQUEST BACK TO HOME PAGE LOGOUT





Students Turning Three List

Students Turning Three List



The screenshot shows the MSIS (Massachusetts State Information System) interface. The top navigation bar includes links for DASHBOARDS, STUDENT, MASS, REPORTS (highlighted), and ADMIN. The user is logged in as 'students turning 3'. The left sidebar shows a 'Reports' section with a list of categories: Student Lists, Enrollment (highlighted), Eligibility, Statistical, Educational, Assessment, Secondary, Supplemental, Health, and Health Reports. The main content area displays a list of reports under the 'Enrollment' category. The 'Students Turning Three List' report is highlighted with a teal arrow pointing to it from the 'Enrollment' link in the sidebar. Below the list, there are filters for 'DISTRICT' (WAPATO) and 'SCHOOL YEAR' (2025-2026). A 'VIEW REPORT' button is located at the bottom right of the report list.

MSIS > Reports > Enrollment

- [Age 0-2 Student List](#)
This report lists students who are 0, 1 and 2 years old and enrolled in your school district.
- [District Enrollment Status Report](#)
This report lists the enrollment status of students enrolled this school year compared to the students enrolled in school last year. It will display if students are Enrolled for Current SY, EOE, Not Enrolled, or Enrolled Elsewhere.
- [Migrant EOE Free Lunch Student List](#)
This report is a listing of all students whose eligibility ended the previous year but are entitled to be served free lunch for 30 days into the next year according to the Richard B. Russell National School Lunch Act dated August 16, 2004, see USDA memo under FPD resources on the MSDRS website. This serves as documentation for migrant students to substantiate free meal eligibility and has a place for a signature and date of the LEA official.
- [Migrant Free Lunch Student List](#)
This report is a listing of students currently enrolled in the LEA who are eligible for free lunch according to the Richard B. Russell National School Lunch Act dated August 16, 2004, see USDA memo under FPD resources on the MSDRS website. This serves as documentation for migrant students to substantiate free meal eligibility and has a place for a signature and date of the LEA official.
- [Migrant Student List](#)
This report lists students enrolled by building.
- [Possible Missed Sibling Enrollment List](#)
This report lists possible missed students that are not enrolled for the current school year but may have siblings that are currently enrolled in school.
- [Priority for Service Student List](#)
This report lists migrant children who are failing, or most at risk of failing, to meet the States challenging State academic content standards and challenging State student academic achievement standards, and whose education has been interrupted during the regular school year.
- [Student Needs Assessment List](#)
This report provides data results for the identified risk factors used to determine Priority for Services (PFS).
- [Students Turning Three List](#)
This report lists students who have enrolled at two (2) years of age and should now be re-enrolled as they have turned three (3) years of age and are eligible for MEP funding purposes.

DISTRICT
WAPATO

SCHOOL YEAR
2025-2026

[VIEW REPORT](#)



Students Turning 3 List

MSIS

Washington Migrant Student Information System

← BACK TO REPORTS/ENROLLMENT

Date Created: 10/23/2025

Students Turning Three List

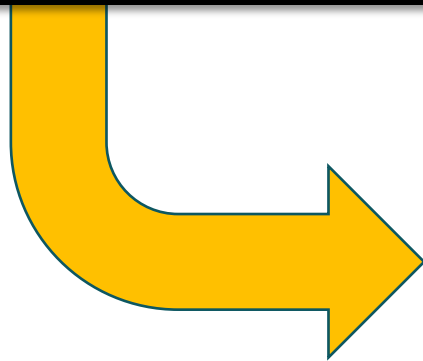
Students Enrolled in the 2025-2026 School Year

WAPATO

WAPATO TOTAL STUDENTS: 4

Student Name	Student ID	Birth Date	Enrollment	Present Age	Enrollment Age
			08/25/2025	3 Yr 10 d	2 Yr 316 d
			08/25/2025	3 Yr 9 d	2 Yr 315 d
			08/25/2025	3 Yr 32 d	2 Yr 338 d
			08/25/2025	3 Yr 53 d	2 Yr 359 d

All information contained herein is subject to FERPA



- ❖ Withdraw student 1 day before their birthday
- ❖ Re-enroll on their birthday
 - Example: Student turns 3 on 10/31/2025
 - Withdraw on 10/30/2025 and re-enroll on 10/31/2025





Check for Missed Siblings Enrollments

Possible Missed Sibling Enrollment List



FIRST: Review the *Possible Missed Sibling Enrollment List* Report

- This report identifies students who are **NOT** enrolled in your district but have siblings that are currently enrolled

MSIS

CEAIR.ST.ONGE

DASHBOARDS

STUDENT

MASS

REPORTS

ADMIN

Reports

Student Lists

Enrollment

Eligibility

Statistical

Educational

Assessment

Secondary

Supplemental

Health

Health Reports

MSIS > Reports > Enrollment

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Migrant EOE Free Lunch Student List

This report is a listing of all students whose eligibility ended the previous year but are entitled to be served free lunch for 30 days into the next year according to the MSDRS website. This serves as documentation for migrant students to substantiate free meal eligibility and has a place for a signature and date of the LEA official.

Migrant Free Lunch Student List

This report is a listing of students currently enrolled in the LEA who are eligible for free lunch according to the Richard B. Russell National School Lunch Act for migrant students to substantiate free meal eligibility and has a place for a signature and date of the LEA official.

Migrant Student List

This report lists students enrolled by building.

Possible Missed Sibling Enrollment List

This report lists possible missed students that are not enrolled for the current school year but may have siblings that are currently enrolled in school.

DISTRICT

NONE SELECTED

SCHOOL YEAR

2025-2026

Priority for Service Student List

This report lists migrant children who are failing, or most at risk of failing, to meet the States challenging State academic content standards and challenging year.



Possible Missed Sibling Enrollment List

MSIS Washington Migrant Student Information System

← BACK TO REPORTS/ENROLLMENT  Date Created: 10/09/2025

Possible Missed Sibling Enrollment List

Students Enrolled in the 2025-2026 School Year

CASCADE							CASCADE TOTAL STUDENTS: 30
CDE	Student Name	Address	Phone Number	Birth Date	Age	Most Recent Enrollment	Status
				10/01/2021	4	08/26/2025 (CASCADE)	
				07/06/2008	17	08/26/2025 (CASCADE)	
				11/04/2011	13	08/26/2025 (CASCADE)	
				11/04/2011	13	08/26/2025 (CASCADE)	
				11/21/2018	6	08/26/2025 (CASCADE)	
				03/31/2012	13	08/26/2025 (CASCADE)	
				07/30/2015	10	08/26/2025 (CASCADE)	
				12/06/2017	7	08/26/2025 (CASCADE)	
				03/26/2012	13	08/26/2025 (CASCADE)	
				10/18/2013	11	08/26/2025 (CASCADE)	

SECOND: Identify the students/families you need to connect with

IF the student is in your district but not attending school enroll them as OS otherwise you will do the following:



MASS: Missed Sibling

THREE: use the MASS tab to indicate if the student has “left the district” or “enrolled elsewhere”

MSIS

CEAIR.ST.ONGE

DASHBOARDS

STUDENT

MASS

REPORTS

ADMIN

Student Search

Mass

Enrollment

Enroll

Withdraw

Missed Sibling

Needs Withdraw

COE Enroll

Educational

Assessment

Graduation Requirements

School of Graduation

Supplemental

Eligibility

COE Revalidation

Missed Sibling

Missed Sibling Criteria:

District: SCHOOL DISTRICT/AGENCY
NONE SELECTED

School Year: SchoolYear
2025-2026

SEARCH

Check the Students Who have Left the District:

Left The District	Enrolled Elsewhere	COE Number	Student ID	SSID	Name	Birth Date	Age	Most Recent
No data available								



Grade/Age Distribution Summary & Reminders

Grade/Age Distribution Summary

MSIS

ELIZABETH.RAMOS

DASHBOARDS

STUDENT

MASS

REPORTS

ADMIN

Student Search

Reports

Student Lists

Enrollment

Eligibility

Statistical

Educational

Assessment

Secondary

Supplemental

Health

Health Reports

MSIS > Reports > Statistical

COE Time Lapse Report

This report displays the number and percentage of COEs completed and the days that have elapsed between the qualifying arrival date (QAD) and the date the COE was generated in the MSIS.

District Reporting Summary

This report provides districts a summary of data entered by month and category.

End-of-Year Data Summary

This report summarizes end-of-year data such as promotion, assessment, supplemental and attendance information.

Enrollment Comparison Summary

This cumulative report provides a three (3) year comparison count of enrollments by buildings and months. Out-of-school counts are also included.

Grade/Age Distribution Summary

This report calculates the total number of students by age and grade level; identifying students who are one or two (1 or 2) years behind their peers or off course to graduate.

Grant Graduation Report

This report Generates the Grant section (G. Graduation) data, displaying items 1 through 6 of the required data reported during the previous school year.

MSIS Data Reporting Activities

This report can be used to assist school district staff in monitoring student recruitment and data reporting activities.

Served In Preschool Report

This report can be used to assist school district staff in monitoring student identification and recruitment efforts and to compare counts for the last three school years.

Three Year COE/Enroll Comparison

This report provides a unique three (3) year comparison of COE generation, COE revalidations and enrollment counts for project and non-project districts. *Unique indicates that the student was counted only one time per year for enrollment purposes.

Top Crop and Activity Report

This report lists the highest crops and activities as listed on new COEs generated during the school year.



Grade/Age Distribution Chart

WMSIS Washington Migrant Student Information System

Grade/Age Distribution Report
ABERDEEN 2025-2026 SCHOOL YEAR

← BACK TO REPORTS/STATISTICAL Export To CSV Date Created: 11/12/2025

Age*	P0	P1	P2	P3	P4	P5	K	1	2	3	4	5	6	7	8	9	10	11	12	OS	UG	Total
1																				1		1
2																				2		2
3				1																6		7
4					4		5													1		5
5								4														5
6									4													4
7										7												7
8											11											12
9												1										9
10													8									6
11														6								6
12															4							4
13																10						10
14																	4					4
15																		1				3
16																			2			10
17																				3		9
18																					1	6
19																						6
Total	0	0	0	1	4	0	5	4	8	12	8	6	4	10	5	5	7	8	8	14	0	109

*Age is at the time of Enrollment

- On Course to Graduation
- 1 Year Behind Peers
- 2 Years Behind Peers



Reminders



- Missed COEs for students that may have arrived in your district but may not be enrolled
- Look out for emails from MSDRS with the subject line: "Transfer To" or, "Student Enrolled?" Email is regarding students who may have moved to your district but may have not been picked up as eligible.

Multi-Factor Authentication (MFA)

Effective January 2026

To protect sensitive student data and maintain compliance with state and federal privacy requirements, all users will be required to complete multi-factor authentication (MFA) when accessing the Migrant Student Information System (MSIS) beginning January 2026.

MFA adds an extra layer of security by requiring users to verify their identity. After entering your MSIS login credentials, follow the prompt to enter the one-time verification code to complete the login process. This update ensures that only authorized individuals can access MSIS records and student information.



Test Your Knowledge



A student received four (4) Health services, how many times will it appear in the "Supplemental Services" Report?

Put your number in the chat

Answer: 1

- **The Supplemental Services Report will only display once due to Federal reporting but if you'd like a list of all services received, view the "Individual Student" screen.**



Test Your Knowledge



ELA/Math Services Reporting

If your district is providing ELA/Math services for PreK-8th grade students, what should you be reporting this month?

- A. Report Actual Service
- B. Report Pre Assessment Scores
- C. All

Put your answer in the chat

Answer: C Report Actual Services and Pre Assessment Scores

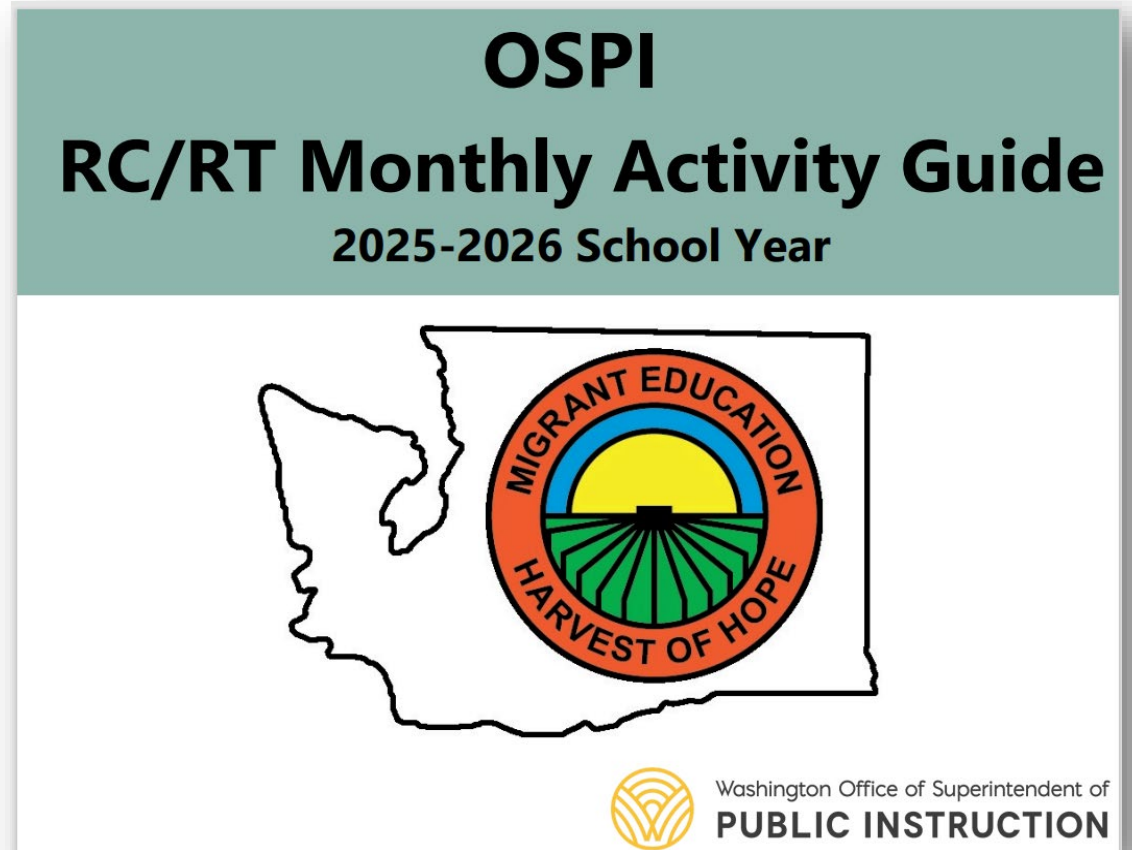


Activity Guide Available!

Find it on the MSDRS website!

[RC/RT Monthly Activity Guide SY 25-26](#)

All training dates have not been updated on the Activity guide



Questions?

