



Migrant Due Dates for 2019-2020

Ongoing Liaison Activities: ID&R, Annual Residency Verifications on COEs, services & referrals, PAC meetings, monthly ID&R Plan updating, monthly Data Checklist review, MSIS data entry of services, verification dates, & immunizations, logging activities in Liaison Record Keeping Log.

Ongoing Director Activities: Support and collaboration with family liaison, PAC meetings, monthly meeting with regional ID&R coordinator, program planning, liaison supervision, budget management.

When	What	Where	Generally done by whom
*September 16th	Re-interview Summary	MSIS Data Collection	Family Liaison
	MPO Evaluation	MSIS Data Collection	Director
	Services & summer school attendance	MSIS	Family Liaison
	Residency Verification Dates	MSIS	Family Liaison
October 31st	Recommended – Initial PFS determinations done	MSIS Worksheet MSIS – Services tab	Family Liaison and Director
	Recommended – All Staff Training done	In district	Director with Family Liaison
November 30th	2 Re-interviews	MSIS Worksheet Home visits	With Liaison from another district
	Quarterly Data Checklist	With Regional ID&R Coordinator	Family Liaison, Director and Regional ID&R Coordinator
*February 28th	2 Re-interviews	Home visits	With Liaison from another district
	Quarterly Data Checklist	With Regional ID&R Coordinator	Family Liaison, Director and Regional ID&R Coordinator
March 15th	Data pulled for funding for following year funding	MSIS	State Department of Education
April 28th	2 Re-interviews	Home visits	With Liaison from another district
	Quarterly Data Checklist	With Regional ID&R Coordinator	Family Liaison, Director and Regional ID&R Coordinator
May 31th	Recommended – Re-Interview Summary Report	MSIS Data Collection	Family Liaison
June 30th	Consolidated Plan	CFSGA	Director

*Critical Dates: These 2 dates are critical as the MSIS roll-over and allocations make later corrections difficult or too late to change outcomes.