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## SUPERINTENDENT OF PUBLIC INSTRUCTION

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May 14, 2010

To: TBIP, Title III and Migrant Directors

From: Helen Malagon, Interim Director, Migrant and Bilingual Education

Re: Migrant/Bilingual Education Webinar – End of Year Reporting

Because bilingual and migrant staff will be providing technical assistance on the iGrants applications during the next two weeks, the May 21<sup>st</sup> scheduled Webinar will be cancelled. It is our intent to cover the End-of-Year reporting and any upcoming changes to reporting requirements during the [iGrants technical assistance workshops](#).

We would also like to assist districts with the calculation for the number of days a student has been enrolled in the TBIP program; however, this requires that we have the 2009-2010 school-year start and end dates. In reviewing the **School Breaks** calendar on OSPI's website, there are a number of districts for which this information is not available.

If districts would like MSDR to calculate the number of days enrolled for the 2009-2010 school-year, please make sure those students who have withdrawn from your district have been reported on the bilingual database and that the dates reported on the **School Breaks** site are correct.

For districts for which this information is not available, provide these dates to Julie Hernandez at [jhernandez@msdr.org](mailto:jhernandez@msdr.org) by June 1st. In the event that MSDR does not receive the district's beginning and end dates for the school-year 2009-2010, the district will be responsible for entering the days enrolled. This is the link to the School Breaks calendar <http://www.k12.wa.us/generalinfo/schoolbreaks2009-10.aspx>.

We will post a PowerPoint presentation on OSPI's website by May 18, 2010 that outlines reports that must be completed for both Migrant and Bilingual Education Programs before the end of the school year and any changes to reporting requirements for the 2010-2011 school-year.

If you have specific questions that you would like addressed, please submit those questions to Terrie Beckman at [terrie.beckman@k12.wa.us](mailto:terrie.beckman@k12.wa.us).