



Race/Ethnic Student Data

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Student Counts Needed

North American Indian

- Used for state Indian Education Aid per state law.
- Used to determine need for parent committee per state law.

Federal American Indian

- Used for federal reporting under federal law.
- Used for Minnesota Report Card.
- Used for integration revenue.
- Multi-racial if two or more selected, and not Hispanic.

Extended Ancestry

- Used for state data disaggregation of assessment data under state law.

Minnesota Rules, chapter 3535.0120, subpart 1

Minnesota Rules require districts to collect race/ethnic data and report it to the Minnesota Department of Education (MDE).

Subpart 1. Report. A school district shall annually submit to the commissioner, concerning each school site within its district, a report that includes:

- A. the racial composition of each school within its district; and
- B. the racial composition of the grade levels served by each of the schools.

The report shall be submitted according to the Minnesota Automated Reporting Student System (MARSS) deadlines as established annually by the commissioner and noticed to all districts.

Minnesota Rules, chapter 3535.0120, subpart 2

Subpart 2. Data collection.

A district shall collect for all students except American Indian students in subpart 3, the information required in subpart 1 by using one of the following racial identification procedures in the following order:

- A. parent or guardian identification;
- B. age-appropriate student self-identification, when parent or guardian identification is not an option;
- C. if parent, guardian, or student self-identification methods are not possible, sight counts administered by the principal or designee, pursuant to written guidelines developed by the district.

Minnesota Rules, chapter 3535.0120, subpart 3

Subpart 3. American Indian students.

In districts where the American Indian population is ten or more students, the parent education committee under Minnesota Statutes, section [124D.78](#), subdivision 1, in consultation with the American Indian parents the committee represents, may select as their identification procedure one of the following:

- A. parent or guardian self-identification;
- B. the process for identification specified in United States Code, title 20, section 7491*;
or
- C. the racial identification procedure used by the district for other students.

*506 forms

- Title VI ED-506 Indian Student Eligibility Certification Form
- Documentation for student eligibility for Title VI
- Required for some federal funding
- Completed by family
- Not submitted to MDE but on file at the district

506 Form (2)

OMB Number: 1810-0021 Expiration Date: 02/29/2020

U.S. Department of Education
Office of Indian Education
Washington, DC 20202

TITLE VI ED 506 INDIAN STUDENT ELIGIBILITY CERTIFICATION FORM

Parent/Guardian: This form serves as the official record of the eligibility determination for each individual child included in the student count. You are not required to complete or submit this form. However, if you choose not to submit a form, your child cannot be counted for funding under the program. **This form should be kept on file and will not need to be completed every year.** Where applicable, the information contained in this form may be released with your prior written consent or the prior written consent of an eligible student (aged 18 or over), or if otherwise authorized by law, if doing so would be permissible under the Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g, and any applicable state or local confidentiality requirements.

STUDENT INFORMATION

Name of the Child _____ Date of Birth _____ Grade _____
(As shown on school enrollment records)
Name of School _____

TRIBAL ENROLLMENT

Name of the individual with tribal enrollment: _____
(Individual named must be a descendent in the first or second generation)

The individual with tribal membership is the: Child Child's Parent Child's Grandparent

Name of tribe or band for which individual above claims membership: _____

- The Tribe or Band is (select only one):
- Federally Recognized
 - State Recognized
 - Terminated Tribe (Documentation required. Must attach to form)
 - Member of an organized Indian group that received a grant under the Indian Education Act of 1988 as it was in effect October 19, 1994. (Documentation required. Must attach to form)

Proof of enrollment in tribe or band listed above, as defined by tribe or band is:
A. Membership or enrollment number (if readily available) _____ OR
B. Other Evidence of Membership in the tribe listed above (describe and attach) _____

Name and address of tribe or band maintaining enrollment data for the individual listed above:
Name _____ Address _____
City _____ State _____ Zip Code _____

ATTESTATION STATEMENT

I verify that the information provided above is accurate.
Name Parent/Guardian _____ Signature _____
Address _____ City _____ State _____ Zip Code _____
Email Address _____ Date _____

OMB Number: 1810-0021 Expiration Date: 02/29/2020

INSTRUCTIONS FOR THE ED 506 FORM

FOR APPLICANTS:

PURPOSE: To comply with the requirements in 20 USC 7427(a), which provides that: "The Secretary shall require that, as part of an application for a grant under this subpart, each applicant shall maintain a file, with respect to each Indian child for whom the local educational agency provides a free public education, that contains a form that sets forth information establishing the status of the child as an Indian child eligible for assistance under this subpart, and that otherwise meets the requirements of subsection (b)".

MAINTENANCE: A separate ED 506 form is required for each Indian child that was enrolled during the count period. A new ED 506 form does NOT have to be completed each year. All documentation must be maintained in a manner that allows the LEA to be able to discern, for any given year, which students were enrolled in the LEA's school(s) and counted during the count period indicated in the application.

FOR PARENTS/GUARDIANS:

DEFINITION: Indian means an individual who is (1) A member of an Indian tribe or band, as membership is defined by the Indian tribe or band, including any tribe or band terminated since 1940, and any tribe or band recognized by the State in which the tribe or band resides; (2) A descendant of a parent or grandparent who meets the requirements described in paragraph (1) of this definition; (3) Considered by the Secretary of the Interior to be an Indian for any purpose; (4) An Eskimo, Aleut, or other Alaska Native; or (5) A member of an organized Indian group that received a grant under the Indian Education Act of 1988 as it was in effect on October 19, 1994.

STUDENT INFORMATION: Write the name of the child, date of birth and school name and grade level.

TRIBAL ENROLLMENT INFORMATION: Write the name of the individual with the tribal membership. Only one name is needed for this section, even though multiple persons may have tribal membership. Select only one name: either the child, child's parent or grandparent, for whom you can provide membership information.

Write the name of the tribe or band of Indians to which the child claims membership. The name does not need to be the official name as it appears exactly on the Department of Interior's list of federally-recognized tribes, but the name must be recognizable and be of sufficient detail to permit verification of the eligibility of the tribe. Check only one box indicated whether it is a Federally Recognized, State Recognized, Terminated Tribe or Organized Indian Group. If Terminated Tribe or Organized Indian Group is elected, additional documentation is required and must be attached to this form.

- **Federally Recognized-** an American Indian or Alaska Native tribal entity limited to those indigenous to the U.S. The Department of Interior maintains a list of federally-recognized tribes, which OIE can provide you upon request.
- **State Recognized-** an American Indian or Alaska Native tribal entity that has recognized status by a State. The U.S. Department of Education does not maintain a master list. It is recommended that you use official state websites only.
- **Terminated Tribe-** a tribal entity that once had a federally recognized status from the United States Department of Interior and had that designation terminated.
- **Organized Indian Group-** Member of an organized Indian group that received a grant under the Indian Education Act of 1988 as it was in effect October 19, 1994.

Write the enrollment number establishing the membership of the child, if readily available, or other evidence of membership. If the child is not a member of the tribe and the child's eligibility is through a parent or grandparent, either write the enrollment number of the parent or grandparent, or provide other proof of membership. Some examples of other proof of membership may include: affidavit from tribe, CDIB card or birth certificate. Write the name and address of the organization that maintains updated and accurate membership data for such tribe or band of Indians.

ATTESTATION STATEMENT: Provide the name, address and email of the parent or guardian of the child. The signature of the parent or guardian of the child verifies the accuracy of the information supplied.

The Department of Education will safeguard personal privacy in its collection, maintenance, use and dissemination of information about individuals and make such information available to the individual in accordance with the requirements of the Privacy Act.

PAPERWORK BURDEN STATEMENT According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless such collection displays a valid OMB control number. The valid OMB control number for this information collection is 1810-0021. The time required to complete this portion of the information collection per type of respondent is estimated to average: 15 minutes per Indian student certification (ED 506) form; including the time to review instructions, search existing data resources, gather the data needed, and complete and review the information collection. If you have any comments concerning the accuracy of the time estimate(s) or suggestions for improving this form, please write to: U.S. Department of Education, Washington, D.C. 20202-4651. If you have comments or concerns regarding the status of your individual submission of this form, write directly to: Office of Indian Education, U.S. Department of Education, 400 Maryland Avenue, S.W., LBJ/Room 3W203, Washington, D.C. 20202-6335. OMB Number: 1810-0021 Expiration Date: 02/29/2020.

Race/Ethnic Data Through Fiscal Year (FY) 2018

Legacy

Select one of five:

- American Indian or Alaskan Native (North America)
- Asian/Pacific Islander
- Hispanic
- Black, not of Hispanic origin
- White, not of Hispanic origin

Federal

Two-part question:

- Hispanic: Y/N
- At least one of the following must be Y:
 - American Indian (North or South America) or Alaska Native
 - Asian
 - Black or African American
 - Native Hawaiian or other Pacific Islander
 - White

Race/Ethnic Data Effective FY 2019

Legacy – reduced to just North American Indian

Self-identification

- American Indian or Alaskan Native (North America) Y/N

Federal

Self-identification

- Hispanic: Y/N
- At least one of the following:
 - American Indian (North or South America) or Alaska Native
 - Asian
 - Black or African American
 - Native Hawaiian or other Pacific Islander
 - White

Federal Selections of Identification

Part A (Ethnicity)

Is this student (or are you) Hispanic/Latino? Choose only one.

- No, not Hispanic**
- Yes, Hispanic/Latino** (A person of Cuban, Mexican, Puerto Rican, South or Central American or other Spanish culture of origin, regardless of race)

Part B (Race)

What is this person's race? Mark one or more races to indicate what this person considers himself/herself to be.

- White (a person having origins in any of the original peoples of Europe, the Middle East or North Africa).
- Black or African American (a person having origins in any of the black racial groups of Africa)
- Asian (a person having origins in any of the peoples of the Far East, Southeast Asia or the Indian subcontinent including, for example, Cambodia, China, India...)
- American Indian or Alaskan Native (a person having origins in any of the original peoples of North and South America (including Central America), and who maintains tribal affiliation or community attachment)
- Native Hawaiian or other Pacific Islander (a person having origins in any of the original peoples of Hawaii, Guam, Samoa or other Pacific Islands)

Federal Categories

- If Hispanic = Y, then Hispanic regardless of any other identifications.
- If Hispanic = N, and **only one** identification, i.e., American Indian, Asian, Black, Native Hawaiian/Pacific Islander, then the student is reported in that single category.
- If Hispanic = N and **more than one** identification, then the student is considered Multiracial.

It is imperative that addressing the federal counts be carefully and thoroughly reflected upon. Here's why:

1. If an American Indian student marks **yes** on Part A, the student will be considered Hispanic, and **not** American Indian.
2. If an American Indian student marks American Indian/Alaskan Native and **any other** race in Part B, they will fall into the “two or more races category,” and will **not** be considered American Indian for federal reporting and the Report Card.

Possible Effects

Consistent Attendance

Test Scores

Growth Rates

Graduation Rates

English learner (EL) Data

Special Education Data

Discipline Data

Demographic Data

Central Contractor Registration (CCR) and ACT Data



School Finance

Staffing

Student Resources

Program Decisions

Ancestry Ethnic Origin

- Required by legislation passed in 2016 and amended in 2017.
- About 26 specific choices as subcategories of the six federal groups (Hispanic, American Indian/Alaskan Native, Black/African American, Native Hawaiian/Pacific Islander, White).
- MDE has provided a data collection form and letter to parents that districts could choose to use.
- MDE form includes all questions needed to fulfill the state race/ethnic reporting.

Ethnic and Racial Ancestry Demographic Designation Form

North American Indian – State Definition

Question 1: Does the student identify as American Indian or Alaska Native as defined by the state of Minnesota? The state of Minnesota definition includes persons having origins in any of the original peoples of North America who maintain cultural identification through tribal affiliation or community recognition. [This question is needed to calculate state aid/funding.]

Yes *[If yes, go to Question 1a.]*

No *[If no, go to Question 2.]*

Optional Question 1a: If yes was chosen above, select all that apply from the list below (*this question will not be answered by school staff*):

Decline to indicate

Cherokee

Other North American Indian Tribal Affiliation

Anishinaabe/Ojibwe

Dakota/Lakota

Unknown

Go to Question 2.

South and Central American Indians

American Indian – federal definition includes both North American Indians and South and Central American Indians

Question 2. Is the student American Indian from South or Central America?

Yes *[Go to Question 3.]*

No *[Go to Question 3.]*

- Pilot in FY 2019
 - Five districts and charter schools
 - Subset of MARSS data plus the expanded ethnic origin data
- Full MARSS data starting FY 2020
 - About 120 additional volunteer districts
 - Parallel reporting until certified consistent with MARSS files
- Additional districts in FY 2021 and FY 2022

Records Retention

- Records that support data reported in MARSS should be kept
 - three years after the close of the school year, e.g., enrollment data, or
 - three years after the student was last enrolled, e.g., demographic data, open enrollment applications.
- 506 forms should be kept in the student's permanent folder.

October 1 Enrollments

Finalized with the District's Final **Fall** MARSS Submission

Legacy Counts

- Indian Education Aid
- Requirement for Parent Education Committee

Federal Counts

- Integration Revenue
- State and Federal Accountability
- Federal Statistical Reports
- Data Center Files
- General Statistics

Indian Education Coordinator and Parent Committee

Indian Education Coordinator

[Minnesota Statutes, section 124D.76](#)

- Paraprofessionals
- 100 or more American Indian students must employ a community coordinator
- Promotes communication, cooperation, and understanding

Parent Committee

[Minnesota Statutes, section 124D.78](#)

- All districts
- 10 or more American Indian students
- Majority American Indian parents

MARSS Error #367

- The federal definition of American Indian includes the state definition of North American Indian.
- An error will be generated when state North American Indian = Y and federal American Indian = N.

Verification of MARSS Data

Local MARSS Web Edit System (WES) Reports

- MARSS 01 Fall Enrollment Report
 - Show October 1 enrollment by school, grade, gender and race/ethnicity
 - Displays the **federal** race/ethnic category
- MARSS 24 List of All Students
 - Export to Excel
 - **State/legacy** designation in Column BA
 - Federal categories in Column U with detail in Columns AU-AZ

Info on the MARSS 8 Error / Warning Report

- **436 *Info* North American Indian Cumulative Counts**
- This displays a year to year comparison of the cumulative unique student counts for North American Indian. (This field was formerly called Ethnic Code - Ethnic Code 1 indicated North American Indian).
- This message occurs when districts reported counts in either this year or the prior year for the matching submission cycle. Please confirm students who should be identified as North American Indian are coded correctly in your system for the current submission year and cycle.

MARSS 8 Error / Warning Report

MARSS ERROR / WARNING REPORT Using FALL Data 2020-2021 SCHOOL YEAR

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District 0535:01 Rochester Public School District
School 000 DISTRICT INFORMATION / DATA ISSUES

Student Name	Local Use Data	MARSS Number	Begin Date	End Date	Data Item and Value in Question	#	Error / Warning Message
Grade -- --- Year to Year Comparison -					This Year=166 Last Year=166	436	*Info* North American Indian Cumulative Counts
All Grades							
--- School/Grade Warning ---					123:After School Academy	36	*W* No Sch/Grd records for this school
--- School/Grade Warning ---					141:Longfellow After School Academy	36	*W* No Sch/Grd records for this school
--- School/Grade Warning ---					201:Summer Elementary	36	*W* No Sch/Grd records for this school
--- School/Grade Warning ---					202:Middle School Summer Academy	36	*W* No Sch/Grd records for this school
--- School/Grade Warning ---					308:Credit Recovery	36	*W* No Sch/Grd records for this school
--- School/Grade Warning ---					317:Rochester Targeted Services	36	*W* No Sch/Grd records for this school
--- School/Grade Warning ---					522:Special Education ESY	36	*W* No Sch/Grd records for this school
--- School/Grade Warning ---					578:Early Childhood Year Round	36	*W* No Sch/Grd records for this school
--- School/Grade Warning ---					590:Hawthorne Readiness Plus	36	*W* No Sch/Grd records for this school
--- School/Grade Warning ---					595:Northrop Readiness Plus	36	*W* No Sch/Grd records for this school

Total Errors For This School : 0
Total Warnings For This School : 11

Procedure 30 Reporting for North American Indian Students

- [Procedure 30 - Reporting for North American Indian Students](#)
- Identification and Records Retention
- MARSS Reporting
- Turnaround Reports
- Indian Education Aid
- Counting All Students

American Indian Student Data Report

- MARSS 66 North American Indian Roster
- New report available this fall after first MARSS deadline
- Posted to Secure Reports
- List of North American Indians enrolled on October 1
- Use to verify that students have been reported accurately
- Correct local data base and resubmit MARSS if errors identified

American Indian Student Data Report (2)

- Who
- What
- When
- What to do with it

Why do reports show different counts?

506 Forms vs. Legacy vs. Federal Counts

- The legacy count of American Indian students may not match the number of 506 forms. Not all students that identify as American Indian may have completed a 506 form.
- The federal count of American Indian students may not match the legacy count. In the federal count, any student who is not Hispanic and identifies as two or more races, one of which is American Indian, will be counted as multiracial rather than American Indian.

Data Center and Minnesota Report Card

- These two websites show the enrollment using the *federal* race/ethnic categories.
- The data displayed on these websites may not match the counts of American Indians used for Indian Education Aid which uses the *legacy/North American Indian* count.

Correction of Race/Ethnic Data

- Families/students should always have the option of correcting erroneous race/ethnic data.
- Family or student completes a new race/ethnic form or updates the original one and provides it to the district/school staff. Dating the form confirms which is the most recent.
- District/school updates the data base. The race/ethnic data will be updated in the next MARSS submission.
- Corrections made after the final fall MARSS submission will not correct October 1 data of the current school year.

What if Parents don't fill it out?

1. Self-Identification, or

- the racial identification procedure used by the district for other students.
- if parent, guardian, or student self-identification methods are not possible, sight counts administered by the principal or designee, pursuant to written guidelines developed by the district.

Each district will have a policy as to how the race/ethnicity would be reported when the family declines to respond to the questions.

Be a part of that conversation!

Thank you!

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