



Richard Woods, Georgia's School Superintendent
"Educating Georgia's Future"

Georgia Department of Education (GaDOE)
Title I, Part C – Education of Migratory Children
Local Identification and Recruitment (ID&R) Plan

School District: *Jeff Davis*

School Year: *2019-2020*

All school districts in Georgia follow the state and regional GaDOE MEP ID&R plan as outlined in the Georgia Migrant Education Program Identification and Recruitment and Data Collections Handbook. The plan below describes how the school district will implement ID&R requirements aligned to the state and regional ID&R plans.

I. ID&R Planning and Implementation

1. How often will the MEP contact meet with local ID&R staff (recruiters and supplemental service providers or SSPs) to monitor the implementation of this ID&R plan (minimum of once a semester and summer)?
Staff will meet with ID&R staff to explore options in recruitment planning, strategies and cases to be included in the ID&R plan. This will occur a minimum of three times per year. ID&R plans for Summer break will be discussed during the last meeting of the school year and reviewed during beginning of new school year
2. How will the district manage and coordinate local staff year-round (regular school year and summer) ongoing recruitment efforts for enrolled and out-of-school youth (OSY) including pre-school aged children? Please describe and include flexible staff schedules, peak periods of agricultural activity, visits to seasonal and temporary work sites such as; farms, packing sheds, and processing plants that work with poultry, beef, or wood. Include narrative that ensures the use of the ID&R Activities checklist to guarantee all ID&R activities are taking place at the appropriate time with required documentation.
SSP/Recruiter will be assigned to recruitment areas making sure to account for year-round, ongoing recruitment efforts. This information is to be shared with appropriate staff and agencies. SSP/Recruiter will monitor and recruit in school district, communities, fields, state and federal service agencies, congeration places, and neighbors where out of school youth and pre-school aged children may be found. Flexible work hours for MSSP will change based on peak periods and/or parents schedules. MSSP will continually, during the school year, perform and update the ID&R activities listed in the ID&R checklist.
3. How will the district coordinate with regional and state MEP staff for identifying and contacting potentially eligible migratory families, targeting enrollees and non-enrollees (ages 0 to 21), and ensure COEs are completed as needed (within two days)?
Recruiter will complete and submit to the regional office all completed COE's for all identified children within 2 days. The recruiter will contact the regional office in the case of discrepansys on the COE which the recruiter could not clear up easily. Weekly contact will be maintained with the ID&R state recruiter in order to share information about new families and families that cannot be located.
4. How will the district contact currently eligible migratory children and youth to determine if new qualifying moves have occurred and ensure COEs are completed as needed?
SSP/Recruiter will contact potential eligible migrant families, PreK readiness students, out of school youth, and drop outs to ensure if there were new qualifing moves through several different methods. The methods used will be through door to door, visits to fields, employment and service agencies, community referrals, and conducting occupational surveys during school registration and throughout the school year. SSP/Recruiter will target enrollees and non-enrollees (ages 0-21) and complete COE's as needed. This will be done during the re-sign period and after school breaks.

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5. How will the district ensure the occupational survey (which is completed by all students during new student registration and back-to-school registration) is gathered, reviewed, and prioritized for further follow up to identify potential migratory children and youth? Include a reference to training local school staff on the process.

SSP/Recruiter will review and copy occupational surveys then forward to recruiter (SSP or Regional). SSP/Recruiter will contact potential MEP families, youth and drop outs using the occupational survey or other referral to determine eligibility. The Occupational Survey will continue to be a part of the beginning of the year paperwork for returning students and registration package for all new students. MSSP will review the form in use in order to assure that the form is current. The LEA will notify/train reviewers (clerks, secretaries) of the occupational survey process and what to do with the forms. MSSP will check on a weekly basis, for surveys needing review and the MSSP/recruiter will review and prioritize occupational surveys for follow up. Follow up, for all occupational surveys with positive responses will be completed within two days, the state recruiter will be contacted if necessary. COEs will be submitted within two days.

6. How will the district coordinate with other agencies, organizations, and resources to build a recruitment network and identify potentially eligible migratory participants?

SSP/Recruiter will establish and maintain community contacts, visit employers of migrant labor, having received permission SSP/recruiter will visit labor camps and fields. SSP/Recruiters will visit motels / trailer parks, coin laundries, ethnic food stores, and any other location where migrant families might be found. SSP/Recruiter will leave contact information at churches, mission stores, health department, Concerted Services, and other agencies and businesses where migrant families may frequent. This will be completed on a weekly basis

II. School District/Local Agricultural Information

1. How will the district create and/or maintain a current local agricultural map containing profiles of employers, agricultural activities, crops and/or growing seasons in your area? Please explain how this information will be updated during the year (each semester minimum).

SSP/Recruiter will make contact with local farmers and agencies that serve the farming community such as a local extension office where information on local crops would be kept updated. Local feed and seed stores have information about activities, crops, and/or growing seasons. The Ga Dept. of Agriculture website is kept up to date and accurate. This information will be shared with local and state ID&R recruiters on a monthly basis. A digital map will be maintained which will contain employment locations, agricultural activities, crops or growing seasons. The development and upkeep of an employment roster will include the business name and address also the name and phone number of the contact person.

2. How will the district create and or maintain a local agricultural map that includes the areas/neighborhoods and labor camps where migratory families may reside? Please explain how this information will be updated during the year (each semester minimum).

The SSP/Recruiter will contact the local tax assessors office about maps and areas of the county. The local extension office will be contacted in order to develop maps for recruiters to locate areas/neighborhoods and labor camps where migrant families may reside. This information will be shared with local and state ID&R recruiters on a monthly basis. The information concerning the map will be updated each semester.

3. What is the district's plan for contacting employers within its boundaries regarding hiring practices, crops and growing seasons in order to identify potentially new eligible migratory families?

SSP/Recruiter will maintain contact with local farmers and their agencies. Recruiters will contact crew leaders in order to maintain friendly relationships within the farming community. The information concerning employers will be updated on a continual basis.

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- The district's list of agricultural activities, local agricultural map, residential map, and list of employers must be readily available to be shared with the GaDOE MEP staff throughout the current school year when requested and/or needed. Where will this information be stored in the district? (Please ensure to keep all this information current and on file).

The ID&R plan will be kept in the Migrant contact office.

DISCLAIMER

The Georgia Migrant Education Program Identification and Recruitment and Data Collections Handbook is the primary source of information for all aspects of ID&R.

Reminders

- All quality control procedures must follow the *Georgia Migrant Education Program Identification and Recruitment and Data Collections Handbook* quality control descriptors. Please visit: <http://www.gadoe.org/School-Improvement/Federal-Programs/Pages/publications.aspx> and click on the *Georgia Migrant Education Program Identification and Recruitment and Data Collections Handbook* link.
- You may use the Georgia MEP State Agricultural Activities map as a starting point when creating your local agricultural map: <http://www.gadoe.org/School-Improvement/Federal-Programs/Pages/Identification-and-Recruitment.aspx>
- Remember that your local agricultural map must include information unique to your area and compliment the Georgia MEP State agricultural map with information not currently identified/found in it.

Agreement

I agree that all the information provided in this ID&R Plan is true and up-to-date to the best of my knowledge and will be readily available for the Georgia MEP staff for use, research, resources, and or monitoring purposes throughout the current school year.

Created by: *Joyce Davis* Submitted by: *Joyce Davis*

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