



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

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

School District: *Marion County*  
School Year: *2017-2018*

*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)?  
*Local MEP Contact and/or local contracted tutor will collaborate and meet with state recruiter three times per year (fall semester, winter semester, and prior to summer) to review the ID&R plan and adjust recruitment plans to move forward. The regional recruiter will be contacted as needed. The winter semester meeting will include planning for summer ID&R.*
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, and use of the ID&R Activities checklist.  
*Local MEP Contact and contracted tutor, in collaboration with regional recruiter, will identify and recruit eligible families and out-of-school youth (OSY) by sharing information regarding agricultural activities taking place in the county. ID&R activities will be updated via the checklist, and will include visits to employers, camps, neighborhoods, and other gathering places in collaboration with the state recruiter.*
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)?  
*MEP contact and/or contracted tutor, with collaboration from the state recruiter, will make contact with the family(ies) to interview in a timely manner to determine eligibility or COE. COE interviews will be conducted/attempted within the first two days of school. If families are not found, the state recruiter will be contacted. Local LEA contracted tutors will follow-up with schools and registrar frequently to find out if any new students have enrolled in the school system. Contact will be made with PreK, HeadStart, and other preschool facilities to search for possible new migrant preschoolers. Local MEP Contact will coordinate with regional recruiter to find OSY. This is an on-going process.*
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?  
*Local contracted tutors will contact currently eligible migrant families during the resign process in September, with support from regional staff. Local contracted tutors will also contact families that are scheduled to reach End of Eligibility to determine if a qualifying move has taken place within the previous 36 months, with assistance from bilingual regional office staff. These practices are on-going. The district and regional recruiter will contact families 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.

*Local MEP Contact will fax or mail Occupational Surveys of all students to MEP Regional office. Local MEP Contact will remind the schools of their responsibility of ensuring the latest Parent Occupational Survey is completed by all students as part of the registration process at every school site. Local MEP Contact is responsible for notifying all school personnel of this process. The surveys will be sent to the recruiter at the regional Migrant Education Office for review and monthly contact made with regional recruiter. The Occupational Survey is part of the back-to-school registration package, and the MEP contact will review that the Occupational survey form used is current. Surveys with positive responses will be followed up on within 2 days and state recruiter will be contacted.*

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

*The Local MEP Contact and/or the contracted tutor will work collaboratively with the GaMEP Regional Recruiters, local migrant families, local farmers, and other local agencies (e.g., HeadStart) to identify potential migrant participants. Within the first two weeks of school, contact will be made via telephone or face-to-face visit with employers of current migrant families, local farmers and agricultural employers, the local Chamber of Commerce, HeadStart, and DFACS to provide local MEP contact information and migrant program information, as well as identify new employers of potential migrant families. In January, contact will be made again to update employer lists.*

## **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).

*A current map, employers, and activities list will be maintained in the the Local MEP contact office. Updates will occur each semester by Local MEP Contact. An agricultural map of Marion County will be updated and maintained as necessary. An employer roster will be drafted that will include business name, address, name and phone number of 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).

*Local MEP Contact will maintain a map for the LEA. Updates will be made once each semester. On the map there will also be plotting of locations of migrant participant residences or areas where families may reside.*

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?

*Local MEP Contact will work collaboratively with the GaMEP State Recruiters and local school staff to contact employers in the assigned areas each semester to update information and inquire about potentially new migrant participants. Information will be added and updated each semester.*

4. 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).

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*This information will be stored in a 3 ring binder at the Local MEP 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.

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Submitted by: *George Porter, Jr.*

Date created: *6/14/17*

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