

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

School District: *BARROW COUNTY SCHOOL SYSTEM*

School Year: *2018-2019*

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)?
The District's MEP Contact will meet with local ID&R staff and SSPs three times: by August 31, 2018; January 31, 2019, and May 30, 2019 in order to monitor the implementation of this ID&R plan.
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.
The District's EMC/MEP Contact will be actively involved in ID&R efforts during his 190 day contract. The District's Federal Programs Director will be available during the summer months should the District need to take action in regards to ID&R or be needed by the MEP Region 1 Recruiter(s). The MEP Contact will perform and update the activities of the ID&R Checklist monthly and will coordinate visits to poultry plants, nurseries, neighborhoods, and other local agencies with the Regional recruiter at least once each semester and during the summer as needed. The MEP Contact will work closely with the Pre-school and Pre-K Coordinator, as well as with the local Head Start and or state-sponsored Pre-K centers to identify and recruit participation in the Education of Migratory Children Program.
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)?
The District will stay in frequent contact (once every two weeks) with Regional Recruiter(s) and DOE MEP personnel. The District's Migrant Education Program Contact will review weekly all Occupational Surveys for the District with positive answers indicating the potential need to recruit for MEP eligibility. The District's Migrant Education Program Contact will have monthly contact with the state recruiter in order to maximize efficiency of identifying and recruiting eligible MEP families in a timely manner. The District MEP Contact will arrange to meet every three months (at minimum) with the MEP Region 1 recruiter. The District's MEP Contact will also pull reports from the Student Information System (Infinite Campus) for all new enrollments from other districts and from other states. This report will be reviewed with the Regional Recruiter to check for potential MEP eligibility among new enrollments which may not have been indicated on the Occupational Survey.
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?
The District Migrant Contact and/or the SSP will make phone calls (Step 1) and/or home visits (Step 2) to families currently eligible to inquire in person about any new qualifying moves that have occurred. New

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COEs will be completed with the assistance of the regional recruiter and submitted to the DOE MEP offices. This activity will be performed during the re-sign period at the beginning of each school year as well as following major school breaks throughout the school year.

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.

Thanks to a paperless enrollment system in the District, an email is generated immediately when a parent indicates a move to the District due to employment search. This email permits the District's MEP Contact to view the Occupational Survey immediately in the "DocuShare" files of the District. The additional answers to the OS can then be read and reviewed. This process is therefore daily and occurs immediately upon enrollment and these documents will be reviewed a minimum of weekly. In addition, schools will ask parents at the beginning of the school year to complete an Occupational Survey in order to ascertain if the family made a qualifying move during the summer vacation months. The District's MEP Contact will follow-up on the Occupational Surveys with positive responses to determine eligibility and complete, as deemed appropriate and with the support of the regional recruiter, a COE within two (2) days. The MEP Contact will review the document in the enrollment system to ensure that the form in use is current.

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

The District will coordinate by both written letter and in-person visit with local agencies (Barrow Health Department, The Department of Labor, local employers (eg., Harrison Poultry), Head Start, Social Security, the Chamber of Commerce, etc., as well as its own social workers and Registration Department personnel and notify the aforementioned early in the school year (by August 31 each year) about the MEP and the District's recruitment efforts.

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).

The District's MEP Contact will create a local agricultural map and maintain/update it monthly indicating the known employers and profiles of these employers. The employer roster will contain the name and phone number of a 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 District MEP Contact will maintain and update the agricultural map indicating the residence locations of MEP families each semester of the school year.

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?

The District MEP Contact will contact either by email or in person all agricultural employers within the District who might potentially hire migratory workers and alert them to the District's desire to identify new employees who might qualify to receive services under the Education of Migratory Children Program.

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

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requested and/or needed. Where will this information be stored in the district? (Please ensure to keep all this information current and on file).

All lists of agricultural activities, local agricultural maps, residential maps, and list of employers are available in the files of the District's Migrant Education Contact in the Central Offices of the Barrow County School System.

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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