

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

School District: *ABAC GaMEP Consortium*

School Year: *2022-2023*

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)?
MEP Consortium Coordinator will meet with the Consortium Specialists monthly to monitor the implementation of the ID&R plan and to review collaboration with MEP Regional State Recruiters.
2. Describe how will the district manage and coordinate year-round (regular school year and summer) and ongoing recruitment efforts for enrolled and out-of-school youth (OSY) including pre-school aged children? Describe how staff's schedules will be flexible during peak periods of agricultural activity, visits to seasonal and temporary work sites such as; farms, packing sheds, and meat processing plants; such as poultry, beef, or lumber mills. 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.
MEP Consortium staff will designate monthly recruitment efforts through their outlook calendar and monthly schedule. Recruitment efforts will be based on peak periods of agricultural activity in each consortium district, leads of new possible migrant families through constant communication with current migrant families, and by following up with parent occupational surveys from school districts. Recruitment efforts will be logged in ABAC's Effort Detail Report and contact logs. MEP Consortium staff are assigned specific districts to provide services and recruit on an on-going basis year-round, while working flexible hours to meet the needs of the migrant population. The Consortium Coordinator and staff will be updating the ID&R activities listed in the ID&R checklist as applicable to the MEP Consortium.
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 Consortium LEAs will send through the GaDOE Portal email Occupational Surveys of potentially eligible migrant students to consortium staff and MEP Regional offices. Consortium staff and/or recruiters will follow up with families within two days of receipt. If consortium staff is unable to reach or locate the family within the two day period, they will coordinate with the State Recruiters. State Recruiters will assist Consortium staff if the family/OSY are not found after two days. Consortium Specialists and State Recruiters will communicate weekly or as often as needed regarding new and potential participants. Consortium Specialists will begin completing COEs, which will be completed in a timely manner, preferably within the two day period. This is an ongoing 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?
MEP Consortium staff will contact currently eligible migrant families during the resign process in August. If the family made a qualifying move, a new COE will be completed and submitted to the MEP Regional office. Consortium Specialists will also

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contact families that are scheduled to reach End of Eligibility to determine if a qualifying move has taken place within the previous 36 months. If so, a new COE will be completed and submitted. If a currently eligible family makes a qualifying move during the school year (during holidays or breaks) and returns, Consortium Specialist will interview the family to determine if a new COE is needed. These practices are on-going.

- 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.

MEP Consortium Staff will remind the LEAs via email (throughout the year) and during a webinar at the beginning of the school year of their responsibility and accountability in ensuring that they provide the latest Parent Occupational Survey Form to all new and returning students as part of the registration process and back to school packets at every school site. All LEA MEP Contacts are responsible of notifying all school personnel of this process. When both “yes” and one or more boxes from 1 to 7 is/are checked, the LEA will fax the survey or send it via GaDOE Portal to the corresponding Regional MEP office and Consortium staff. If family/OSY are not found after two days, State Recruiters will be contacted to assist and locate and interview the family. Consortium Specialist will follow up with the state/regional recruiter to ensure and document the occupational survey has been completed. This is an on-going practice. The Consortium Coordinator or his/her Consortium Specialist designee will review to ensure that the form is in use at the different Consortium LEAs. The Consortium Coordinator will be responsible for sending a reminder to all the participating LEAs to fax/send via the GaDOE Portal the occupational surveys to the MEP Region 1 or 2 offices and Consortium staff. All MEP Consortium staff will attend the yearly MEP ID&R trainings.

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

MEP Consortium staff will work collaboratively with the State Recruiters, local migrant families, local farmers, ABAC HEP & CAMP staff, and other local agencies to identify potential migrant participants. Consortium staff will recruit jointly with State recruiters throughout the year to build their recruitment network in the various consortium school districts. Consortium Specialists will leave pamphlets at local restaurants, stores, day cares, Head Start programs, health departments, etc. in their assigned LEAs to encourage families to contact the Specialist for more information on Migrant Education services.

II. School District/Local Agricultural Information

1. How will the district create and/or maintain a current local agricultural or employment locations map containing profiles of employers, if applicable, 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 directory database of agricultural employers and activities for each consortium district will be maintained in the MEP Consortium internal shared-drive at ABAC. Due to the MEP consortium covering over 100 school districts, information for the directory database will be gathered from the GAMEP agricultural activities map and through information gathered by the consortium district contacts. The MEP Consortium staff will ask the Consortium LEA contacts to send a list of agricultural farms and employers located at each district. The directory will be reviewed once per semester by the MEP consortium staff.

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

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MEP Consortium staff will maintain a map with the locations of migrant participants' residences or areas where the families may reside in the Consortium districts. The Consortium Coordinator will update this information on the internal ABAC shared drive. This information will be updated at least once per semester, or as often as needed.

- 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?

MEP Consortium Specialists will work collaboratively with the GAMEP State Recruiters to contact employers in the assigned areas each semester to update information and inquire about potentially new migrant participants. Using the directory information, employers or farm contractors will be contacted via email, phone, or letter of introduction with a list of services that the Consortium provides to potentially eligible participants.

- 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).

This information will be stored electronically in the MEP Consortium office at ABAC, saved in the shared drive, secured access via computer login identification and password.

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.

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Date created: *May 20, 2022*

GA Agricultural map: <https://www.gadoe.org/School-Improvement/Federal-Programs/Pages/Migrant-Education-Program.aspx>

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