

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

School District: *Telfair County*

School Year: *2024-2025*

*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 MEP contact, the migrant tutor, and the migrant facilitator will meet each semester and at the beginning of summer to monitor the implementation of the ID&R Plan. These meetings will be held on August 9, 2024, January 31, 2025, and May 28, 2025. During the first meeting of the school year, the ID&R checklist will be completed and ID&R duties will be assigned. During the last meeting at the beginning of summer, planning for summer ID&R will be discussed.*
2. Describe how the district will manage and coordinate year-round recruitment efforts for enrolled students, out-of-school youth (OSY), and preschool-aged children, including during the regular school year and summer. Explain how staff schedules will be flexible during peak periods of agricultural activity and visits to seasonal and temporary work sites such as farms, packing sheds, and meat processing plants (e.g., poultry, beef, or lumber mills). Include a narrative outlining the use of the ID&R Activities checklist to ensure that all ID&R activities occur at the appropriate times and are documented as required.  
*Each staff member will receive a copy of the ID&R Checklist during the first ID&R Plan/Resign Meeting held during the first week of school. During the meeting, tasks and a timelines will be assigned to each attendee as applicable. During the ID&R implementation and monitoring meetings held each semester and at the beginning of summer, ID&R activities listed on the ID&R checklist will be discussed and updated, if needed. The part-time migrant tutor (Split-funded/Title I,C), the migrant facilitator (Not funded by Title I,C), and the migrant consultant (contractual staff) are trained to complete COEs. When prospective migrant families enroll students in the Telfair County School District, the tutor and/or the facilitator complete a COE and submit it to the Region 2 MEP Office. LEA collaborates with regional recruiters who recruit in the community outside the school system, which includes OSY and pre-school aged children. The migrant consultant also recruits in the community and does follow-up Occupational Survey contacts via phone and/or home visits. The migrant consultant also follows up on any leads on new potential families gained from migrant parents, community members, regional staff, or other stakeholders. The migrant tutor and migrant facilitator collaborate with the regional recruiter and the migrant consultant and provide any information that may lead to the recruiting of new families in the community. The migrant consultant visits employers, camps, neighborhoods, temporary worksite, agencies, and other community places where migrant families and/or OSYs may work or reside. The migrant consultant periodically checks the areas in the district where migrant families and OSYs often reside and updates the agricultural maps and employee roster. ID&R is also discussed with families during PAC meetings. The peak seasons in Telfair County are as follows: watermelons and cucumbers-May and June; peanuts-August to October; tomatoes, squash, okra, string beans-August; pecans-October to November; pine straw-January to May; blueberries-May.*
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)?

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*During peak seasons and during resigns, LEA will make weekly or as needed contact with the regional recruiter and/or the migrant consultant for ID&R coordination. During the off season, monthly or as needed contact will be made. When it is determined that a COE needs to be completed for a family or an OSY, the migrant consultant will complete it in a timely manner and send it immediately to the the district office where it will then be forwarded to GaDOE MEP Region 2 office. If a family or OSY is not found or contacted after two days, the regional recruiter will be contacted for support.*

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?  
*During the re-sign process and after school breaks, the migrant tutor and the migrant facilitator will collaborate with the migrant consultant to assist in locating new families and OSYs and determining if a new qualifying move has been made. School district staff will discuss qualifying moves with current migrant families and OSYs during PAC meetings to ensure that participants are aware of the importance of reporting possible new qualifying moves.*
5. How will the district ensure that the occupational survey, 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? Ensure that MEP's contact or a designated individual will review to confirm that the form in use is the most recently updated version. Additionally, describe how local school staff will be trained on this process.  
*Each school year, a memorandum and the current school year Occupational Survey will be sent to the counselors at each school by the migrant facilitator. The migrant facilitator ensures that the schools receive the most recently updated version of the Occupational Survey. The migrant facilitator will provide technical assistance to principals, assistant principals, and counselors on the process for gathering, reviewing, and prioritizing the Occupational Surveys in the fall. Each school in the district has included the Occupational Survey in the new student registration packet and in the back-to-school registration packet. Completed Occupational Surveys are reviewed by the migrant facilitator/migrant tutor and follow up is completed for all positive responses in a timely manner. Families that have 'yes' marked for the first question are contacted by the migrant consultant or the migrant facilitator.*
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?  
*The Telfair County School District has compiled a resource guide for migrant families. The resource guide contains contact information for agencies and organizations that offer support services in the community for migrant families. The migrant tutor and the migrant facilitator contact these agencies and organizations on behalf of migrant families in need of their services. During the school year, the agencies are contacted on an as needed basis when families are in need of their support services. Community agencies include: Telfair County Health Department, Telfair County Department of Family and Children Services, Community Health Systems Clinic, New Life Pediatrics, Telfair HeadStart, Telfair County Extension Office, local utility companies, local churches, and local clothing and food banks. In the summer of each year, a letter is sent to local community agencies explaining the migrant program, detailing how an individual qualifies for the program, and listing district contact information.*

## **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).

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*The Telfair County School District has a local agricultural map that contains profiles of employers, agricultural activities, crops, and growing seasons in the area. Areas, neighborhoods, and labor camps where migrant families may reside are also included in the agricultural map. The contact, tutor, and facilitator will meet each semester to update the local agricultural map. District staff will also collaborate with the migrant consultant to update this map as needed during the school year. Employer Roster will include business name, business address and name and phone number of contact person.*

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).

*The Telfair County School District has a local agricultural map that contains profiles of employers, agricultural activities, crops, and growing seasons in the area. Areas, neighborhoods, and labor camps where migrant families may reside are also included in the agricultural map. The agricultural map will be reviewed each semester and updated/revised as needed throughout 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 migrant consultant and regional recruiters contact employers in Telfair County in order to identify potentially new eligible migrant families. Updates and information will be added to Employer Roster 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).

*The list of agricultural activities, local agricultural map, residential map, and list of employers are on file at the Telfair County Board of Education 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**

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☒ 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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