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

School District: *Bibb County School District* School Year: *2026-27*

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 with 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)?
   Dr. Tracey Muff, the Bibb County Contact for Title I, Part C will contact the Bibb County tutor and the regional ID&R staff once a month (via phone or email), or more often as needed, to monitor the implementation of the ID&R plan. Twice a year, in-person meetings will occur to plan for ID&R within Bibb County. Face-to-face or virtual meetings will occur during the first month of the school year. The last face-to-face or virtual meeting will be right before the end of the school year to prepare for ID&R during the summer months. These are the tentative dates: August 2026 and May 2027.

2. Describe how the district will 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 a 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.
   During the first meeting, the district will develop the ID&R's school district profile, establish their ID&R needs, seek available resources, and apply available resources to meet such needs. The district will plan with a regional recruiter and tutor (who will not recruit but will assist with pre-screening and gathering information) to cover the entire LEA recruitment area, geographical or otherwise, making sure to account for year-round ID&R. Recruitment will occur at the time and place that is convenient for the potential candidate. The tutor may do phone calls to pre-screen a candidate, but all ID&Rs will be face-to-face. The tutor will assist the regional recruiter with finding potential participants outside the school buildings at least once a month using calls to employment places, visits to service agencies, and visits to any other community places where potentially eligible candidates gather. The district will include flexible work hours in the Migrant tutor's work schedule to accommodate periods of high worker influx, parents' daily work day/shift, school year, and summer recruiting. The tutor will accompany the regional recruiter if needed. ID&R's results will be analyzed at each meeting and adjustments will be made according to need. Monthly virtual meetings, phone calls, or email contact with a regional recruiter will assist in monitoring the ID&R and updating the ID& R checklist.

3. How will the district coordinate with regional and state MEP staff to identify and contact potentially eligible migratory families, target enrollees and non-enrollees (ages 0 to 21), and ensure COEs are completed as needed (within two days)?
   Dr. Tracey Muff, the Bibb County Contact for Title I, Part C, will contact the assigned regional recruiter (Nora Monrreal) at least once a month, or more frequently as needed, to coordinate ID&R efforts. The contact person and the assigned regional recruiter will collaborate with each other to ensure and facilitate ID&R. BCSD will work with Nora Monrreal to complete ID&R in a timely fashion all eligible candidates

present within the school district boundaries. The school district contact person, designee or tutor will contact Nora Monrreal within two days of knowing of a potential participant and provide all information and necessary assistance to facilitate potential candidates' ID&R.

4. How will the district contact eligible migratory children and youth to determine if new qualifying moves have occurred and ensure COEs are completed as needed?
   The regional recruiter, Nora Monrreal, will re-interview current eligible enrolled and non-enrolled students during the Re-sign period or when there is a valid reason to do so. During the Re-sign period, the tutor will be allowed to pre-screen occupational surveys and assist the regional recruiter as needed. The BCSD contact and Tutor will be aware of the importance of assisting the regional recruiter in establishing if the currently eligible migrant had made a new qualifying move.

5. How will the district ensure 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? Include a reference that MEP's contact or a designee will review to ensure that the form in use is the most recently updated version. Include a reference to training local school staff on the process.
   Dr. Tracey Muff, the Bibb County Contact for Title I, Part C, will quarterly review the school district registration package to ensure Occupational Survey is included and that the form that is being used is the most current version. MEP Contact or designee will check with the registrar's office for occupational surveys at least weekly or any time that there is an indication that a potentially eligible child has registered. The MEP contact or designee will gather, review, and prioritize those with potentially eligible students. The school district will forward those potential referrals to Nora Monrreal no later than two days after the potential of eligibility has been established.

6. How will the district coordinate with other agencies and organizations and/or gather resources to build a recruitment network to identify potentially eligible migratory participants?
   The district's contact and tutor will develop and maintain an ID&R network to enhance the opportunity of ID&R all eligible children in a timely fashion. During school and community events, the district will increase MEP awareness through MEP's presentations and participation in such events. The district will coordinate with all services agencies serving the same or similar population. Some of those agencies are, but are not limited to: Migrant Health, Health Department, Migrant day-cares, Telamon Corporation, Department of Labor, local farms and businesses, local churches, civil organizations, DFCS, (WIC) offices, etcetera.

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).
   The district will purchase or create a digital County Map and will plot locations of ID&R interest such as; employment locations, agricultural activities, crops and/or growing seasons. The district will create and maintain an employer's roster with the following fields; the name of the Business, business address, and name and phone number of the contact person. Map and Roster Information will be updated three times a year (Sept 1, Jan 1, and June 1) or as needed.

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 district will purchase or create a Digital County map and will plot the location of migrant participants' residences. Information will be updated three times a year (Sept 1, Jan 1, and June 1) or as needed and this map will be for internal use only.

3. What is the district's plan for contacting employers within its boundaries regarding hiring practices, crops, and growing seasons to identify potentially new eligible migratory families?
   At least once a semester, the MEP's contact or designee will contact employers via telephone or in-person to determine hiring practices and the crops and growing seasons to determine if new families will be moving into the district. Such information will be attached to the employer's roster.

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).
   All ID&R's Plan documentation will be kept in the Migrant contact's office in a physical, or digital file.

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 complement 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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