Georgia Department of Education (GaDOE)

Title I, Part C – Migrant Education Program (MEP)

Local Identification and Recruitment (ID&R) Plan

School District: *Enter your school district here*

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)?

*Enter your answer here*

1. 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.

*Enter your answer here*

1. 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)?

*Enter your answer here*

1. 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?

*Enter your answer here*

1. 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.

*Enter your answer here*

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

*Enter your answer here*

**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).

*Enter your answer here*

1. 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).

*Enter your answer here*

1. 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?

*Enter your answer here*

1. 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).

*Enter your answer here*

***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](https://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](https://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.

Created by: *Enter name here*

Submitted by: *Enter name here*

Date created: *Enter name here*