

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

School District: *Hall County Schools*

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)?
Our MEP contact meets with local ID&R staff on a quarterly basis (more frequently if needed) to monitor the implementation of the ID&R plan. In the last meeting of the school year, typically in April, Migrant staff plan and develop summer school activities and plan for summer ID&R.
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 Hall County full-time recruiter and SSPs have flexible hours during the regular school year and summer to sustain ongoing recruitment efforts. Migrant staff (interested in working during the summer) are paid hourly for providing services (summer school) for enrolled and out of school youth including pre-school aged children. Migrant staff are contracted with to continue with identification and recruitment efforts during the summer.

Our district employs a full-time recruiter who conducts daily/weekly recruitment as well as performing and updating the ID&R's activities listed in the ID&R checklist. As a poultry capital, the Hall County School District's agricultural activity is relatively constant throughout the year. SSPs will accompany the full-time recruiter a minimum of twice per year. This will be done as a team, group, or individually. SSPs and the full-time recruiter will attend training and informational sessions with the DOE recruiter. The HCSD's full time recruiter stays abreast of recruiting events taking place in the poultry plans and farming areas and makes plans to attend and inform qualifying families of available opportunities.

Beginning with the summer and FY19 school year, we have an online opportunity for OSY/DOs who cannot attend face to face meetings. We are working to establish a platform (through Canvas) for them so that they can work on the online modules based on the areas indicated on their OSY survey. These students will have the opportunity to work at their own pace and on their own time. Migrant staff will work with them to set this up and communicate with them during the process.

OSY youth and pre-school aged students are also targeted for services based on the occupational surveys. During recruitment efforts, based on the occupational surveys, families are asked about students who may be OSY eligible and pre-school aged. Families are informed of services for these students at that time.

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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 HCSS utilizes the Parent Occupational Survey, completed by parents of newly enrolled students, to identify potential eligible migrant families. We also check new student enrollment data for those coming in from out of state utilizing MSIX and communicate directly with neighboring districts on their transferees. Infinite Campus is used for contact information and enrollment information as well. Home visits are ongoing throughout the school year by the full-time recruiter and twice a year for other SSP staff. For non-enrollee recruiting, staff goes door-to-door targeting specific neighborhoods. Additionally, our full-time recruiter has weekly contact with the state recruiter for ID&R coordination. All COEs are completed in a timely manner—within the first 48 hours.

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?

Qualifying moves by families are determined promptly during the re-sign period and after school breaks. New interviews are conducted with families who are EOE or are exiting the program to find out if they had a new qualifying move. Staff also interviews those moving into the district. All COEs are completed and submitted in a timely manner—within the first 48 hours. If students withdraw and re-enroll, they are given another occupational survey to complete.

Every student in the HCSD is given an occupational survey at the beginning of each school year. It is included as a part of the back to school packet.

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.

During the spring semester and at the beginning of each school year, the system migrant director visits administrative meetings and discusses the process for the green forms. Emails are also sent communicating the process.

The district recruiter and system program manager will review the occupational survey to ensure that the most current form is being used. In the spring of each year, copies of the occupational survey are made and distributed to each school to include with the back to school packets. Schools also have the surveys on hand for new students when they register. Schools are also contacted by the system full-time recruiter to let them know who to send the "green forms" to. The schools will return the "green form" to the full-time recruiter and the follow-up of all surveys with positive responses is completed with a 2-day period. All COEs will be submitted within 2 days. The district also utilizes the re-sign process to re-identify eligible students.

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

The HCSD provides information regarding the migrant programs by establishing a recruitment network with poultry plants, health department, thrift shops, food banks, department of labor, farms, and the Good News Clinic. Representatives from these organizations and agencies are invited to the PAC meetings. The district also participates in local health fairs and events to seek and recruit families.

II. School District/Local Agricultural Information

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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).

During each semester, the district MEP staff prints and reviews the local agricultural map for updated profiles of the employers, agricultural activities, crops and/or growing seasons in our area. An employer roster is developed and maintained to include business names, business addresses, and name and phone number of contacts.

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).

During each semester, the district MEP staff prints an updated agricultural map and utilizes Hall County maps to identify migrant families by school zones. Each migrant staff is responsible for the assigned school territory for re-sign purposes. An updated area map showing where labor camps are located in Gainesville is also maintained. The recruitment is also carried out by posting on the recruiter wall. The full-time recruiter is continuously in contact with local agencies in an effort to keep the map updated and current.

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's full-time recruiter updates employer contact information on the employer roster on a regular basis. The full-time recruiter also visits the employers to receive updates on hiring practices and training schedules for new employees. The full-time recruiter also seeks opportunities to present migrant program information to new and existing employers.

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).

An ID&R binder is kept with current information on agricultural activities, local agricultural map, residential map, and list of employers. The binder is stored with the full-time recruiter and is readily available for GaDOE review and request throughout the current school year.

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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