

## Family and Civic Engagement Plan Template

### Part 2: Family and Civic Engagement District Plan

#### Template Based on District Comprehensive Continuous Improvement Plan (CCIP)

[NAME OF SCHOOL DISTRICT] (IRN) - [YEAR]

**Part 2** – Family and Civic Engagement District Plan: Use identified high-priority needs from the *Decision Framework Overall District Profile* or the *CCIP Needs Assessment Overview*, or both, to create your Family and Civic Engagement Plan.

**Directions:**

1. Review your existing CCIP to identify existing goals and strategies that either addresses family and civic engagement or where family and civic engagement might be incorporated.
2. Identify *two* goals in your district's CCIP that address family and civic engagement. If none exists, determine the most appropriate goals to add family and civic engagement strategies and action steps based on the high-priority needs identified in your *Needs Assessment Overview*.
3. Identify strategies grounded in evidence or research of effective family and civic engagement practices that focus on achieving results.
4. Develop research-based action steps for each strategy.
5. If a goal requires further data exploration, write the goal, propose a possible hypothesis in the description and write action steps for conducting needs assessment and collecting data.
6. Provide indicators in the *Performance Measures* in your district CCIP for each strategy by which success will be measured.
7. Copy your Family and Civic Engagement team's identified goals from the CCIP, the *Needs Assessment Overview* and the performance measures, strategies, and action steps related to family and civic engagement and enter them into the attached *Family and Civic Engagement Plan Overview* template (page 3 - 6).
8. Submit your completed *Family and Civic Engagement Plan Overview*, including your *Needs Assessment Overview*, to your county Family and Children First Council by June 30, 2010.

Family and Civic Engagement Plan  
 Template Based on District Comprehensive Continuous Improvement Plan (CCIP)

[NAME OF SCHOOL DISTRICT] (IRN) - [YEAR]

## Plan Overview

### Plan Item

G	1) Goal 1: By 2013, Increase attendance by 1% by decreasing unexcused absences by 10%
	Description: By implementing strategies to decrease unexcused absences by 10%, attendance will increase by 1%.
	Performance Measure: The percentage of students in aggregate and for each subgroup (students from major race/ethnic groups, economically disadvantaged students, children with disabilities, students with limited English proficiency), will decrease in unexcused absences by 10%.  The percentage of students in aggregate will report greater connectedness to school on the 2013 risk and protective survey indicators of school connectedness.
S	1.1) STRATEGY 1: Promote greater sense of students' connectedness to school.
	Description: Students will feel that teachers and staff care about them.
	AS 1.1.1) Reorganize school structure to allow teachers to stay with the same student.
	Description: Structure the school to allow teachers to stay with the same students for 2 or more consecutive years.
	AS 1.1.2) Pair every student with one teacher or staff person.
	Description: Staff will identify students in middle and high school that are do not have a connection or a positive relationship with at least one teacher or staff person within the school building. A teacher or staff person will be assigned to the identified students and will informally form a positive relationship with the student. Students will have at least one meaningful relationship with an adult in their school.
	AS 1.1.3) Create student groups in middle and high school to create and implement activities that build relationships among students.
	Description: Student groups will be formed in each middle and high school buildings that focus on strengthening caring relationships and connections among students, especially those that disconnected from other school activities. The student groups will attend the XXXX training offered by XXXX group to help them create activities designed to build stronger relationships among students. Each school group will design and implement activities in the 2010-2012 school year.

Family and Civic Engagement Plan  
 Template Based on District Comprehensive Continuous Improvement Plan (CCIP)

[NAME OF SCHOOL DISTRICT] (IRN) - [YEAR]

**Plan Overview**

**Plan Item**

--	--	--	--

Family and Civic Engagement Overview  
 Template Based on District Comprehensive Continuous Improvement Plan (CCIP)

**Plan Item**

G			2) Goal 2: Reading/ Language Arts, Math, Core Academics
			Description: By 2011-12 school year, students in all subgroups grades 3-8 and 10 will increase performance on the reading OAT/OGT by meeting Adequate yearly progress (AYP).
			Performance Measure: The percentage of students, in the aggregate and for each subgroup (students from major race/ethnic groups, economically disadvantaged students, children with disabilities, students with limited English proficiency), who are at or above the proficient level in reading/language arts and math on the State's achievement assessment (ESEA Section 1111(h)(1)(C)(i)) will increase in all core academic areas and will meet AYP.
	S		2.1) STRATEGY 2: Increase family engagement through developing relationships with families.
			Description: Develop relationships with families through a three-tiered model, universal, targeted and individual, approach to welcoming and communicating with all families. Build stronger relationships among teachers and families through professional development. Assess family engagement practices by gaining parent perceptions, using the Ohio Department of Education Survey
		AS	2.1.1) Develop a three tiered approach to welcoming and communicating with all families
			Description: A parent-school team will be created in each school to develop activities that will make all families feel welcomed using ODE's three tiered approach to engaging all families and ODE's Family Friendly Partnership website. The group will create strategies that will increase communication to all families.
		AS	2.1.2) Provide professional development to teachers, at all grade levels, on building relationships with families.
			Description: Teachers will have an in-service day dedicated to building relationships with families. The in-service will result with each school adopting three practices all teachers will do to engage and build relationships with families in their school building.

Family and Civic Engagement Plan  
 Template Based on District Comprehensive Continuous Improvement Plan (CCIP)

[NAME OF SCHOOL DISTRICT] (IRN) - [YEAR]

**Plan Overview**

**Plan Item**

		AS	2.1.3) Conduct parent involvement survey in all buildings
			Description: Conduct ODE parent involvement survey to assess parents perception of schools family engagement practices. The parent-school group will develop a plan to distribute, collect and report survey results. The results will be used to determine schools parent involvement strategies and action steps for 2011 and 2012 school improvement plan.

Sample