



Purpose and Work Streams 2016-17

Family, Youth and Community Engagement

Purpose

Purpose	Department Manager
<p>The purpose of the Family, Youth and Community Engagement is to build capacity in schools, families and youth so that authentic partnerships can be form and leadership capacity is developed. We provide opportunities that are accessible to all and also direct our efforts to ensure those that historically do not experience opportunities get strategic support.</p>	Nichelle Nichols

Major Work Streams

Title	Description	Lead
African American Parent Leadership Council	Provide district support to the parent group comprised of parents of African American children	Nichelle Nichols
Latino Education Council	Provide district support to the parent/community group comprised of Latino families and community leaders	Ananda Mirilli
Madison Metropolitan Links	Provide district support to ensure that African American middle school girls attend a one day leadership conference and assist with the coordination of the annual African American Student Recognition event	Janice Chestnut
Read Your Heart Out	Provide guidance and resources to schools to implement Read Your Heart Out in recognition of African American National Parent Involvement Day	Emily Peterson
Madison Parent Teacher Teams	Support schools through coaching and sharing of resources on implementation of the Madison Parent Teacher Team parent teacher conference format and collect data to measure its effectiveness for families	Deon Carruthers
Provide support to the Superintendent's Parent Advisory	Work with the Superintendent to develop materials for monthly Parent Advisory meetings (October - May) and take the lead on all correspondence with the group	Nichelle Nichols
Support schools with Family & Community Engagement strategies per the School Support Request system	Provide coaching and guidance to all schools in the District per the School Support System.	All



Family, Youth and Community Engagement

Priority Projects 2016-17

COMP Priority Project	Strategic Framework Priority Area	Strategic Framework Priority Area Next Step	Project Lead	Q1 Key Implementation Steps	Q2 Key Implementation Steps	Q3 Key Implementation Steps	Q4 Key Implementation Steps	Metrics for Monitoring Completion and Success
Provide support to schools on the establishment of a core team called the FACE Action team focused on equitable family engagement strategies by hosting monthly professional learning for FACE Liaisons to build capacity for FACE Action Teams	III: Family and Community Engagement	Implement a strategy for improving student outcomes through family engagement, aligned to the district's family engagement standards.	Emily Peterson	Create a Scope and Sequence for the FACE Liaison PLC. Hold 2 meetings (9/28/16 and 10/26/16).	Create a survey to be given to FACE Liaisons at semester to evaluate the effectiveness of PLC. Hold 1 meeting (11/30/16).	Meet with FACE Liaisons on 1/25/17 and 2/21/17.	Create an end of the year survey to be given to evaluate the effectiveness of PLC. Help FACE Liaisons think about what goal they may want to set for the FACE portion of their 17-18 school year SIP. Hold 2 meetings (3/29/17 and 4/26/17) and a celebration (5/31/17).	Scope and sequence, exit survey, attendance sheets, semester and end of the year evaluations, FACE SIP goals
Provide parent leadership and learning opportunities for family members with a focus on groups who have historically not been engaged to build their capacity to partner with the district and schools	III: Family and Community Engagement	Implement a strategy for improving student outcomes through family engagement, aligned to the district's family engagement standards.	Ananda Mirilli	Identifying the dates for the multicultural parent group meeting and dates for Parent Academy sessions. Update calendar and website. Re-purpose MSCR guide to provide key opportunities for parents Help with implementation of 1st PSP site	Host 1st Multicultural Parent Group on 11/5, Print MSCR guide with information about Parent Teacher Conferences and K-5 New report card Provide coaching support to PSP site	Host Parent Academy institutes (or family workshops) on Jan 29th, Mar 26th. Improve recruitment, engage community members to deliver sessions content. MSCR Summer printing with information Monitor progress of PSP (or depending on dates, collect surveys from families and school staff)	Host end of the year Multicultural Parent Group on May 28th, MSCR guide with summer and registration information Plan next training opportunities for families on PSP	Attendance of the events, surveys end-of-year report
Create and regularly convene an African American Strategic Council of middle and high school youth to share their experiences and advice in order to impact our culture, climate and equity practices as a district.	III: Family and Community Engagement	Leverage youth voice to impact school and community culture.	Deon Carruthers	Recruit and identifying the students from each HS to form African American Strategic Group and planning meeting dates.	Group will create working agreements and developing a shared vision or mission statement. Create a space to meet to discuss the research done in 15/16 to help inform policy and practices, creating working agreements and create working agreements and developing a shared vision or mission statement.	The group will identify the issue(s) specific to their shared vision / mission statement through conducting a needs assessment, prioritizing and identifying the issue(s) they would like to address, and begin to investigate the issue and seek to understand the root causes.	Recap this year planning and feedback, to go deeper into next year strategies for implementation youth voice. Recommendations from students for Doyle. Finalize student lead initiatives and action plans for 17/18 school year.	Meeting Agendas, Vision Statement, completed needs assessment & root cause analysis, Youth Leadership Self-Assessment, Final recommendations
Research and develop a strategy to maximize youth leadership across the district with a focus on equitable access	III: Family and Community Engagement	Leverage youth voice to impact school and community culture.	Deon Carruthers	Meet with principals at East, West, Memorial, Shabazz, and LaFollette to get permission to speak with student groups/clubs adult advisors and discuss the definition of youth leadership for each student group or club by November 1st, 2016.	Hold focus groups with adult advisors at East, Shabazz, and LaFollette, West and Memorial. Meet with selected community partners to get their definition of youth leadership and how they are developing leadership competencies for their student groups by March 1st Write summary report of focus group findings	Conclude focus groups by March 1 Write summary report of focus group findings Provide analysis of what students reported in 15/16 about youth leadership to current adult advisor. Conduct research on at least 3 other districts (including DPI) to see how they support youth leadership.	Write strategic implementation plan identifying key resources needed to maximize youth leadership across MMSD	Youth Leadership Self-Assessment, focus group notes, summary report, Strategic Implementation Plan (2017-2019)

Implement 2 Community Schools and complete 1 year evaluation	III: Family and Community Engagement	Utilize the Community Schools Framework and best practices to collaborate with families and community partners to build the capacity and conditions for partnership.	Nichelle Nichols	Hold regular implementation meetings with Resource Coordinators to complete needs assessment / asset map and Coordination Plan and data collection in partnership with WCER and RPEO Hold monthly Steering Committee Meetings with Central Office Leaders to support implementation Report to MCF with updated budget Invite members to participate in Community Schools Cabinet meeting	Hold 1st meeting of Community Schools Cabinet in order to maintain stakeholder interest Hold regular implementation meetings with Resource Coordinators & Principals on coordination of programs / services Present information to SLT on 11/29 regarding decisions to expand in 2017-18 Present to BOE on 01/09 regarding current status of Community Schools and accepting next donation amount from MCF	Hold 2nd Community Schools Cabinet meeting Hold regular implementation meetings with Resource Coordinators & Principals on coordination of programs/ services Identify any capacity building opportunities for school-staff on Community Schools Monitor progress on qualitative data review for 1st year evaluation	Hold 3rd Community Schools Cabinet meeting Hold regular implementation meetings with Resource Coordinators & Resource Coordinators Work with school staff to develop plan for summer programming Prepare 1st year evaluation / progress monitoring report	Agenda and notes for meetings Community Report on Community School Priority Areas 1st year Implementaiton Progress Monitoring Report
Develop a long-term sustainability plan for Community Schools	III: Family and Community Engagement	Utilize the Community Schools Framework and best practices to collaborate with families and community partners to build the capacity and conditions for partnership.	Nichelle Nichols	Update Community School Fundraising Brochures Final revisions of the funding document (created summer 2016)	Analysis of Title I funds at Leopold and Mendota Update or create annual operating budget for each Community School based on actual partners and programs in school Determine how Lead Partners fit into current equation and present options to Community Schools Cabinet and SLT	Write a detailed sustainability plan considering scalability and sustainability over 10 years (considering Title I and non-Title schools and Lead Financial Partners) Hold meeting of core team of potential funders		School-level budgets Sustainability Plan Meeting agenda & notes