**Ten Steps to Success**

**Developing Family Engagement Framework**

**1. Designate Leads**

People from your district: central administration, principal, assistant principal, literacy and math coaches, teacher leader, home-school coordinator or other person with leadership skills.

**2. Motivate and Get Buy-In from the Staff (ongoing)**

At a staff meeting with teachers and members of the school leadership team, explain what family involvement means and how such an approach contributes to student success.

**3. Align with the District/School Improvement Plan**

Review and analyze district-wide data and the goals of the district improvement plan to determine which specific learning goals may be impacted by family involvement over the year.

**4. Data Driven**

At district/school data team meetings, develop district/school level goals (no more than two).

**5. Outreach to Families - It’s all about the Conversations**

Share the objectives and goals developed with families. This can be done in workshops, orientation events, informal get together, home school organization, newsletters, emails, parent nights, report card nights, etc.

Deliberately establish two-way conversations among district personnel and families at district /school level to discuss how to work together to accomplish the goals.

**6. Don’t Forget the Students**

Ask the students what they can do to support family involvement and how they want others to support them.

**7. Align Resources**

Determine your professional development needs based upon your family involvement goals.

Align/allocate funds and resources to support learning with speakers, supplies, materials, etc.

**8. Connection to Broader Community**

Align efforts with existing community and system resources

**9. Market Family Involvement**

Seize the opportunity at every event to keep the goals of the district/school in the forefront.

At conference time, discuss the goals/strategies with families. Offer suggestions to modify the strategies if necessary.

**10. Review, Revise and Celebrate Progress Each Year**