

Family & Community Outreach Staffing Plan

Family Resource Center staff must be trained and capable of fulfilling the following functions:

- Assist families with completing the enrollment process for sites and programs
- Share information about educational opportunities (magnets, ALEs, dual-language) and transportation options to promote voluntary movement
- Answer questions about the lottery and racial/ethnic coding; help families submit applications (paper or online) to schools, GATE, UHS, etc.
- Provide materials as required by the USP
- Provide proactive and language-accessible support
- Connect students and families to community resources
- Coordinate community resources and make them available for families
- Coordinate events, workshops, etc.

Central Oversight

- Family and Community Outreach Director, Alma Iniguez (Student Services)
- Family Engagement Coordinator (TBD)
- Community Outreach Coordinator (TBD)
- Program Coordinator, Teresa Guerrero (Title 1)

WAKEFIELD

Oversight: MASSD Director, Maria Figueroa; MASSD Administrative Assistant, Maricela Dominguez

Staffing:

- School Community Liaison, Belen Gamez (Family & Community Outreach)
- Custodian I/Monitor, Lydia Chavarria (Family & Community Outreach)

PALO VERDE

Oversight: AASSD Director, Jimmy Hart; AASSD Administrative Assistant Patricia Guevara

Staffing:

- School Community Liaison, Rosa Maria Escalante (Title 1)
- Custodian/Monitor (TBD)