

# APPENDIX VII – 9

## Family Engagement Data Review Notes SY2016-17

Date	Data Used	Notes	Action Taken
11-14-16	Family Resource Center Tracking Tool	<ul style="list-style-type: none"> <li>• Examined utilization of Family Centers by School Sites</li> <li>• Identified school sites with little to no parent/family utilization of Family Resource Centers</li> </ul>	<ul style="list-style-type: none"> <li>• Family Engagement Coordinator addressed Family Resource Center utilization at 12-8-16 School Community Liaison Training. Informed liaisons of number of families utilizing centers from each school site.</li> <li>• Family Engagement Coordinator encourages Family Resource Center utilization in bi-weekly newsletters to School Site Family Engagement contacts.</li> </ul>
11-14-16	School Site Family Engagement Tracking Report	<ul style="list-style-type: none"> <li>• Reviewed school site reports to ensure completion, accuracy, and compliance.</li> <li>• Identified school sites that have not completed/submitted reports</li> <li>• Identified school sites that submitted inaccurate reports</li> <li>• Identified school sites whose reports did not reflect curriculum training for parents during first semester</li> </ul>	<ul style="list-style-type: none"> <li>• Contacted site administrators and family engagement contacts via phone, email, and site visits to provide information and support in the following completing reporting document, and ensuring site-level family engagement compliance at individual sites.</li> </ul>
1-12-17	Family Resource Center Tracking Tool	<ul style="list-style-type: none"> <li>• Identified school sites with little or no parent/family utilization of Family Resource Centers</li> <li>• Chose schools to target to increase usage of centers</li> <li>• Targeted school sites include: Dietz, Kellond, Davidson, Wright, Safford, Manzo, Miller, and Maldonado</li> </ul>	<ul style="list-style-type: none"> <li>• Created “Bedtime Stories” events at each Family Resource Center during “Love of Reading” week, February 13-16, 2016, to encourage families from targeted schools to visit Family Resource Centers</li> <li>• Invited principals at each targeted site to choose 1-2 classes to share student writing at “Bedtime Stories” events.</li> <li>• Students and their families invited to share students’ original writings at event(s) through student read-alouds.</li> </ul>

### Family Engagement Data Review Notes SY2016-17

Date	Data Used	Notes	Action Taken
			<ul style="list-style-type: none"> <li>• Guest readers from the community scheduled at each center’s event. Guests include Director of Africana Studies Department at the University of Arizona, radio DJ from popular Tucson area radio stations, Tucson Pima Public Library branch manager, and an active duty military member.</li> <li>• Events were promoted on Family Resource Center calendars, web page, and Facebook page.</li> </ul>
3-14-17	School Site Family Engagement Tracking Report	<ul style="list-style-type: none"> <li>• Reviewed school site reports to ensure completion, accuracy, and compliance.</li> <li>• Identified school sites that are not up-to-date on reports</li> <li>• Identified school sites that submitted inaccurate reports</li> <li>• Identified school sites who may be at risk of non-compliance</li> </ul>	<ul style="list-style-type: none"> <li>• Scheduled meetings with all site administrators whose sites were identified as having inaccuracies, at risk of non-compliance, or late in reporting, to provide support and guidance.</li> </ul>
6-12-17	School Site Family Engagement Tracking Report	<ul style="list-style-type: none"> <li>• Reviewed the frequency and type of family engagement opportunities at each site</li> </ul>	<ul style="list-style-type: none"> <li>• Identified 6 schools to receive targeted family engagement support in SY2017-18</li> </ul>