

# Recommended Roles and Responsibilities for Supporting School, Family and Community Partnerships

## Ohio Department of Education

### 1. Policy and Planning

Ensure statewide policy outlines requirements of federal and state laws so that state, districts, school buildings, and school boards shall incorporate these requirements into their family involvement policies.

#### *Essential Practices*

- Establish a policy for guiding family involvement
- Review State Board policy annually to ensure it meets changes in federal or state legislation.
- Include parents, teachers, administrators, community members and students in the revision of state policy.
- Communicate policy to districts, buildings, school boards and stakeholder groups.
- Monitor districts for compliance.
- Provide supports and infrastructure for continued implementation of federal and state family and community engagement policies.
- Conduct ongoing research to ensure state policy reflects current research-based practices.
- State policy should include evidence-based guidance for implementation.

### 2. Staffing

Establish an office or department with an expert leader and adequate staff to facilitate the development and continuous improvement of programs for school, family and community partnerships.

#### *Essential Practices*

- Establish an office dedicated to family and community engagement.
- Appoint coordinator for school, family and community partnerships.
- Coordinate intra-ODE initiatives, processes and programs for family and community involvement.
- Participate on inter-agency teams to align and coordinate services for families and children.
- Provide staff to support development, coordination and evaluation of school, family and community partnership tools, products and services.
- Provide staff to monitor compliance of federal and state parent involvement laws and policies.

### 3. Funding

Secure adequate funding for supporting state-level goals and provide guidance for district allocation of funding.

#### ***Essential Practices***

- Research and apply for federal, state and private funds to support family and community engagement initiatives.
- Leverage existing resources to support the development and delivery of school, family and community partnership resources and tools to ESCs, SSTs, districts and schools.
- Allocate funds for staff to develop tools and resources, and to conduct compliance reviews.
- Provide guidance to districts in the use of federal entitlement funds, state funds and other funding sources available for supporting school, family and community partnerships.

### 4. Educator Competency

Conduct ongoing professional development on school, family and community partnerships for administrators, teachers, support staff and parents.

#### ***Essential Practices***

- Ensure entry-year programs (i.e., performance-based assessment and mentoring) for beginning teachers that includes interacting with families to support student learning at home and engaging families of children from pre-K-16.
- Develop products and tools that build capacity of SSTs and ESCs to deliver professional development and technical assistance to district and school leadership.
- Ensure pre-service candidates of educator programs demonstrate competency in building school, family and community partnerships.
- Ensure in-service professional development for educators on building school, family and community partnerships.

### 5. Research and Evaluation

Support research and evaluation on quality and the effects of program and practices of school, family and community partnerships. Develop tools to evaluate the effectiveness of family and community engagement strategies, programs and services.

#### ***Essential Practices***

- Research accountability measures and develop recommendations for the State Board.
- Collect and develop family and community engagement surveys and rubrics.
- Support research on school, family and community partnerships.
- Continually review research on school, family and community partnerships.
- Evaluate effectiveness of practices in Ohio's schools and communities and promote promising practices to districts and schools.

## 6. Tools and Products

Develop effective research-based tools and products for disseminating best practices. Establish a dissemination center for research and promising practices of school, family and community practices.

- Create effective processes for regularly disseminating information to SSTs, ESCs and districts on research-based practices and models.
- Develop and disseminate guidance, tools and resources for implementing Family and Civic Engagement Teams, five-year family and civic engagement plan, Family and Civic Engagement Coordinators and collaborating with county family and children first councils and community organizations.
- Gather SST, ESC, administrator, teacher, parent and community input in developing tools, products and professional development.
- Collect Parent Involvement Best Practices and disseminate on the Ohio Department of Education Web site.

## 7. Community Connections and Relationships

Work with state-level businesses, industries, agencies and organizations to support school, family and community partnerships.

### ***Essential Practices***

- Develop guidance on how businesses, industries, community agencies and organizations can support school, family and community partnership.
- Establish advisory committees so that the State Board, Ohio Department of Education and local educational leaders hear from parents, as well as business, industry and community leaders on educational issues.
- Coordinate a state-level Parent Advisory Council.
- Collaborate with public and private organizations to develop education policy, programs and services that support student achievement, mental and physical well-being and job preparedness.