

## Two-Part Family and Civic Engagement (FCE) Needs Assessment and Plan

### Part 1: Family and Civic Engagement Needs Assessment

#### Template Based on District Comprehensive Continuous Improvement Plan (CCIP) Needs Assessment

[NAME OF SCHOOL DISTRICT] (IRN) - [YEAR]

#### **Directions:**

#### **Part 1 – Family and Civic Engagement Needs Assessment: Collect and Analyze Data**

1. Start with a plan for analyzing existing data. Refer to your district Ohio Improvement Process (OIP) *Decision Framework* data (if you have used it to determine high-priority needs), CCIP and other available data sources, such as student-risk profiles within your district Safe Account.
2. Based on your FCE team's analysis of existing data, determine additional data to be collected, if any, and identify the methodology for collecting it. (What underlying factors might be impacting student success? Propose a possible hypothesis.)
3. Select a system such as the *Decision Framework* tool within the OIP to manage your data, basing your choice on the system's ability to do the job you need done.
4. Analyze the data your FCE team has collected and interpret results. (This work may result in adding additional strategies and action steps in your CCIP).
5. Identify high-priority needs using the *Decision Framework Overall District Profile* and other available data sources.
6. Enter data sources, results and specific, high-priority needs related to Family and Civic Engagement (FCE) into your district CCIP **and** into the attached *Needs Assessment Overview* template (page 2), which should be submitted to your county Family and Children First Council representative with your FCE plan.
7. Use the information recorded in the *Needs Assessment Overview* template (page 2) to write your Family and Civic Engagement Plan.

Family and Civic Engagement Needs Assessment  
Template Based on District Comprehensive Continuous Improvement Plan (CCIP)

[NAME OF SCHOOL DISTRICT] (IRN) - [YEAR]

## Needs Assessment Overview

### Needs Assessment

Needs Assessment Data: Enter below any data sources and results analyzed to identify family and civic engagement needs.

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