

## I. School Readiness to Build Parent Capacity

Mark the number that best describes how you feel about each statement. There is no right or wrong answer. (0 = Do Not Know, 1 = Strong Disagree, 2 = Disagree, 3 = Neither Agree or Disagree, 4 = Agree, 5 = Strongly Agree)

Characteristic	Your Rating
1. We have clearly defined family engagement as a priority in our school, which is understood by our families	0 1 2 3 4 5
2. We utilize family engagement strategies in our school to achieve school academic goals	0 1 2 3 4 5
3. The school leadership is committed to building parent capacity	0 1 2 3 4 5
4. There is general agreement towards building parent capacity in my school	0 1 2 3 4 5
5. Human, fiscal and other resources are available for planning and building parent capacity	0 1 2 3 4 5
6. There is a plan and timeline to build parent capacity in my school	0 1 2 3 4 5
7. Faculty and staff in my school are interested in building parent capacity	0 1 2 3 4 5
8. Faculty and staff in my school have the skills to build parent capacity	0 1 2 3 4 5
9. My school supports professional learning for faculty to learn about building parent capacity	0 1 2 3 4 5
10. Efforts to build parent capacity are recognized in my school	0 1 2 3 4 5

*Adapted from University of Wisconsin-Extension, Cooperative Extension (2008). Building capacity in evaluating outcomes: A teaching and facilitating resource for community-based programs and organizations. Madison, WI.*

## II. Building Capacity Action Plan

Complete the action plan to chart ideas and resources to build parent capacity that will support your school academic achievement goals and needs.

Building Capacity Indicators					
<b>Knowledge –</b>					
<i>SHALL provide assistance to parents of children served by the school or local educational agency, as appropriate, in understanding such topics as the State's academic content standards and State student academic achievement standards, State and local academic assessments, the requirements of this part, and how to monitor a child's progress and work with educators to improve the achievement of their children</i>					
What will your school do	What resources or funds are needed	How can faculty and staff help	Is this connected to:	Y	N
			Needs Assessment Results		
			Parental Involvement Plan		
			School-Parent Compact		
			School Academic Goals		
<b>Resources –</b>					
<i>SHALL provide materials and training to help parents to work with their children to improve their children's achievement, such as literacy training and using technology, as appropriate, to foster parental involvement</i>					
What will your school do	What resources or funds are needed	How can faculty and staff help	Is this connected to:	Y	N
			Needs Assessment Results		
			Parental Involvement Plan		
			School-Parent Compact		
			School Academic Goals		

**Staff Capacity –**  
*SHALL educate teachers, pupil services personnel, principals, and other staff, with the assistance of parents, in the value and utility of contributions of parents, and in how to reach out to, communicate with, and work with parents as equal partners, implement and coordinate parent programs, and build ties between parents and the school*

What will your school do	What resources or funds are needed	How can faculty and staff help	Is this connected to:	Y	N
			Needs Assessment Results		
			Parental Involvement Plan		
			School-Parent Compact		
			School Academic Goals		

**Early Education, Resource Centers and Transition –**  
*SHALL coordinate and integrate parent involvement programs and activities with Head Start, Reading First, Early Reading First, Even Start, the Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, and public preschool and other programs, and conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children*

What will your school do-	What resources or funds are needed	How can faculty and staff help	Is this connected to:	Y	N
			Needs Assessment Results		
			Parental Involvement Plan		
			School-Parent Compact		
			School Academic Goals		

**Communication –**  
*SHALL ensure that information related to school and parent programs, meetings, and other activities is sent to the parents of participating children in a format and, to the extent practicable, in a language the parents can understand*

What will your school do	What resources or funds are needed	How can faculty and staff help	Is this connected to:	Y	N
			Needs Assessment Results		
			Parental Involvement Plan		
			School-Parent Compact		
			School Academic Goals		

<b>Reasonable Support –</b> <i>SHALL provide such other reasonable support for parental involvement activities under this section as parents may request</i>	<b>Check the appropriate column for each:</b>		
	Previously	Currently	Possibly
<i>MAY involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of such training</i>			
<i>MAY provide necessary literacy training from funds received under this part if the local educational agency has exhausted all other reasonably available sources of funding for such training</i>			
<i>MAY pay reasonable and necessary expenses associated with local parental involvement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions</i>			
<i>MAY train parents to enhance the involvement of other parents</i>			
<i>MAY arrange school meetings at a variety of times, or conduct in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend such conferences at school, in order to maximize parental involvement and participation</i>			
<i>MAY adopt and implement model approaches to improving parental involvement</i>			
<i>MAY establish a districtwide parent advisory council to provide advice on all matters related to parental involvement</i>			
<i>MAY develop appropriate roles for community-based organizations and businesses in parent involvement activities</i>			