

STARTING POINTS:

An Inventory of Present Practices of School, Family, and Community Partnerships

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This inventory will help you identify your school's present practices for each of the six types of involvement that are part of a comprehensive partnership program. At this time, your school may conduct all, some, or none of the activities listed. Not every activity is appropriate for every school or grade level.

The Action Team for Partnerships (ATP) should complete this inventory with input from teachers, parents, the School Improvement Team, and others, as appropriate. These groups have different knowledge about all of the present practices of partnership in your school.

The framework of six types of involvement will help your school select activities to improve the school climate, involve all families, and increase student success.

Directions: Check the activities that your school already conducts, and circle the grade levels that are presently involved. On the blank lines, you may write in other activities for each type of involvement that your school conducts.

Add these symbols next to the checkbox to note *how well* each activity is implemented:

- * **Very well implemented** with all families
- + **Good start** with many families
- △ **Needs improvement**
- Not conducted yet, **but we are interested in this activity**

TYPE 1—PARENTING: Assist families in understanding child and adolescent development and in setting home conditions that support children as students. Assist schools in understanding family backgrounds, cultures, and goals.

In Which Grades?

- | | |
|--|-----------------------------------|
| <input type="checkbox"/> We sponsor parent education workshops and other courses or training for parents. | PreK K 1 2 3 4 5 6 7 8 9 10 11 12 |
| <input type="checkbox"/> We provide families with information on child or adolescent development. | PreK K 1 2 3 4 5 6 7 8 9 10 11 12 |
| <input type="checkbox"/> We conduct family support programs with parent-to-parent discussion groups. | PreK K 1 2 3 4 5 6 7 8 9 10 11 12 |
| <input type="checkbox"/> We provide families with information on developing home conditions that support learning. | PreK K 1 2 3 4 5 6 7 8 9 10 11 12 |
| <input type="checkbox"/> We lend families books and DVDs and identify apps on parenting. | PreK K 1 2 3 4 5 6 7 8 9 10 11 12 |
| <input type="checkbox"/> We ask families for information about children's goals, strengths, and talents. | PreK K 1 2 3 4 5 6 7 8 9 10 11 12 |
| <input type="checkbox"/> We sponsor home visiting programs or neighborhood meetings to help families understand our school and to help our school understand its families. | PreK K 1 2 3 4 5 6 7 8 9 10 11 12 |
| <input type="checkbox"/> _____ | PreK K 1 2 3 4 5 6 7 8 9 10 11 12 |
| <input type="checkbox"/> _____ | PreK K 1 2 3 4 5 6 7 8 9 10 11 12 |
| <input type="checkbox"/> _____ | PreK K 1 2 3 4 5 6 7 8 9 10 11 12 |

TYPE 2–COMMUNICATING: Communicate effectively from school to home and from home to school about school programs and children’s progress.

In Which Grades?

- | | |
|--|-----------------------------------|
| <input type="checkbox"/> We have formal conferences with every parent at least once a year. | PreK K 1 2 3 4 5 6 7 8 9 10 11 12 |
| <input type="checkbox"/> We provide language translators/interpreters to assist families as needed. | PreK K 1 2 3 4 5 6 7 8 9 10 11 12 |
| <input type="checkbox"/> We provide clear information about report cards and how grades are earned. | PreK K 1 2 3 4 5 6 7 8 9 10 11 12 |
| <input type="checkbox"/> We provide clear information about state tests and student and school results. | PreK K 1 2 3 4 5 6 7 8 9 10 11 12 |
| Our school newsletter or website includes: | |
| <input type="checkbox"/> A calendar of school events | PreK K 1 2 3 4 5 6 7 8 9 10 11 12 |
| Student activity information. | |
| <input type="checkbox"/> Curriculum and program information | PreK K 1 2 3 4 5 6 7 8 9 10 11 12 |
| <input type="checkbox"/> School volunteer information | PreK K 1 2 3 4 5 6 7 8 9 10 11 12 |
| School policy information. | |
| <input type="checkbox"/> Samples of student writing and artwork | PreK K 1 2 3 4 5 6 7 8 9 10 11 12 |
| <input type="checkbox"/> A column or place to address parents’ questions | PreK K 1 2 3 4 5 6 7 8 9 10 11 12 |
| <input type="checkbox"/> Recognition of students, families, and community members | PreK K 1 2 3 4 5 6 7 8 9 10 11 12 |
| <input type="checkbox"/> A column or place on activities for family and community involvement | PreK K 1 2 3 4 5 6 7 8 9 10 11 12 |
| <input type="checkbox"/> We provide information about selecting courses, programs, and/or school activities. | PreK K 1 2 3 4 5 6 7 8 9 10 11 12 |
| <input type="checkbox"/> We send home folders of student work weekly or monthly for parent reviews and comments. | PreK K 1 2 3 4 5 6 7 8 9 10 11 12 |
| <input type="checkbox"/> Staff members send home positive messages about students. | PreK K 1 2 3 4 5 6 7 8 9 10 11 12 |
| <input type="checkbox"/> We notify families about student awards and recognition. | PreK K 1 2 3 4 5 6 7 8 9 10 11 12 |
| <input type="checkbox"/> We contact families of students having academic or behavior problems. | PreK K 1 2 3 4 5 6 7 8 9 10 11 12 |
| <input type="checkbox"/> Teachers and administrators are able to communicate easily with parents via phone, notes, e-mail, parent portal, or social media. | PreK K 1 2 3 4 5 6 7 8 9 10 11 12 |
| <input type="checkbox"/> Parents communicate easily with teachers, administrators, or counselors via phone, notes, e-mail, or social media. | PreK K 1 2 3 4 5 6 7 8 9 10 11 12 |
| <input type="checkbox"/> We provide parents with information on internet safety. | PreK K 1 2 3 4 5 6 7 8 9 10 11 12 |
| <input type="checkbox"/> Parents can review student’s grades online at any time | PreK K 1 2 3 4 5 6 7 8 9 10 11 12 |
| <input type="checkbox"/> We have an automated phone or e-mail system to deliver messages to families. | PreK K 1 2 3 4 5 6 7 8 9 10 11 12 |
| <input type="checkbox"/> We have a homework hotline, online portal, or teacher website for students and parents to review daily assignments. | PreK K 1 2 3 4 5 6 7 8 9 10 11 12 |
| <input type="checkbox"/> We conduct an annual survey for families to provide reactions to school programs and share information and concerns about students. | PreK K 1 2 3 4 5 6 7 8 9 10 11 12 |
| <input type="checkbox"/> _____ | PreK K 1 2 3 4 5 6 7 8 9 10 11 12 |
| <input type="checkbox"/> _____ | PreK K 1 2 3 4 5 6 7 8 9 10 11 12 |
| <input type="checkbox"/> _____ | PreK K 1 2 3 4 5 6 7 8 9 10 11 12 |

**TYPE 3—VOLUNTEERING: INVOLVEMENT AT AND FOR THE SCHOOL:
Organize volunteers and audiences to support the school and students.**

In Which Grades?

- We conduct annual surveys to identify interests, talents, and availability of volunteers and the needs of teachers and administrators for volunteers. PreK K 1 2 3 4 5 6 7 8 9 10 11 12
 - We provide initial and ongoing training and guidance for our volunteers. PreK K 1 2 3 4 5 6 7 8 9 10 11 12
 - We have a parent room or family center for volunteer work, meetings, and resources for families. PreK K 1 2 3 4 5 6 7 8 9 10 11 12
- We encourage families and the community to be involved at school by
- Assisting in classrooms (tutoring, grading papers, etc.) PreK K 1 2 3 4 5 6 7 8 9 10 11 12
 - Helping on trips or at parties PreK K 1 2 3 4 5 6 7 8 9 10 11 12
 - Giving talks in classrooms or assemblies (careers, cultures, hobbies, etc.) PreK K 1 2 3 4 5 6 7 8 9 10 11 12
 - Checking attendance PreK K 1 2 3 4 5 6 7 8 9 10 11 12
 - Monitoring halls or working in the library, cafeteria, or other areas PreK K 1 2 3 4 5 6 7 8 9 10 11 12
 - Leading clubs or activities PreK K 1 2 3 4 5 6 7 8 9 10 11 12
 - Serving as audiences at student assemblies, events, sports, et cetera PreK K 1 2 3 4 5 6 7 8 9 10 11 12
 - We provide ways for families to be involved at home or in the community if they cannot volunteer at school. PreK K 1 2 3 4 5 6 7 8 9 10 11 12
 - We have a program to recognize and thank our volunteers. PreK K 1 2 3 4 5 6 7 8 9 10 11 12
 - We organize class parents or neighborhood volunteers to link with all parents. PreK K 1 2 3 4 5 6 7 8 9 10 11 12
 - We schedule plays, concerts, games, and other events at different times of the day or evening so that all parents can attend some activities as audience members. PreK K 1 2 3 4 5 6 7 8 9 10 11 12
 - _____ PreK K 1 2 3 4 5 6 7 8 9 10 11 12
 - _____ PreK K 1 2 3 4 5 6 7 8 9 10 11 12
 - _____ PreK K 1 2 3 4 5 6 7 8 9 10 11 12

TYPE 4—LEARNING AT HOME: Involve families with their children in homework, other curriculum-related activities, course and program choices, and plans for the future.

In Which Grades?

- We provide information to families on required skills in all subjects. PreK K 1 2 3 4 5 6 7 8 9 10 11 12
- We provide information to families on how to monitor and discuss homework. PreK K 1 2 3 4 5 6 7 8 9 10 11 12
- We conduct family nights or other workshops to help parents understand school subjects and learn ways to help their children at home. PreK K 1 2 3 4 5 6 7 8 9 10 11 12
- We provide guidelines and materials for families to create a “homework center” or quiet space for students to do their work at home. PreK K 1 2 3 4 5 6 7 8 9 10 11 12
- We have a regular schedule of interactive homework that requires students to show and discuss what they are learning with a family member. PreK K 1 2 3 4 5 6 7 8 9 10 11 12
- We ask parents to listen to their child read and/or read aloud with their child. PreK K 1 2 3 4 5 6 7 8 9 10 11 12
- We provide calendars with daily or weekly activities linked to grade-level requirements for families to select and conduct at home. PreK K 1 2 3 4 5 6 7 8 9 10 11 12
- We provide summer learning ideas, activities, and/ or packets to help students sustain school skills. PreK K 1 2 3 4 5 6 7 8 9 10 11 12
- We help families help students set academic goals, select courses and programs, and plan for college and careers. PreK K 1 2 3 4 5 6 7 8 9 10 11 12
- We provide information on websites with learning resources for students. PreK K 1 2 3 4 5 6 7 8 9 10 11 12
- _____ PreK K 1 2 3 4 5 6 7 8 9 10 11 12
- _____ PreK K 1 2 3 4 5 6 7 8 9 10 11 12

TYPE 5—DECISION MAKING: PARTICIPATION AND LEADERSHIP: Include families as participants in school decisions, and develop parent leaders and representatives.

- We have an active PTA, PTO, or other parent organization.
- Parent representatives are on the School Improvement Team and other school committees.
- We have an Action Team for Partnerships to develop a goal-linked program with practices for all six types of involvement.
- Parent representatives are on a district-level advisory council or committee.
- We develop formal networks to link all families with a parent who represents them in making school decisions.
- We use e-mail, quick surveys, or social media to obtain parents' input and ideas on school policies.
- We involve parents in selecting school staff.
- We include parent representatives in professional development workshops for members of the School Council, ATP, and PTA or PTO.
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- _____
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In Which Grades?

- PreK K 1 2 3 4 5 6 7 8 9 10 11 12
- PreK K 1 2 3 4 5 6 7 8 9 10 11 12
- PreK K 1 2 3 4 5 6 7 8 9 10 11 12
- PreK K 1 2 3 4 5 6 7 8 9 10 11 12
- PreK K 1 2 3 4 5 6 7 8 9 10 11 12
- PreK K 1 2 3 4 5 6 7 8 9 10 11 12
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- PreK K 1 2 3 4 5 6 7 8 9 10 11 12
- PreK K 1 2 3 4 5 6 7 8 9 10 11 12

TYPE 6—COLLABORATING WITH THE COMMUNITY: Coordinate resources and services from the community for families, students, and the school; and provide services to the community.

- We provide a resource directory for parents and students with information on community agencies, programs, and services.
- We provide information on community activities that link to learning skills and talents, including summer programs for students.
- We work with local businesses, industries, and faith-based or other community organizations on programs to enhance student skills.
- We offer afterschool programs for students with support from community businesses, agencies, or volunteers.
- We sponsor intergenerational programs with local senior citizen groups.
- We include alumni in school programs for students.
- We provide one-stop shopping for family services through partnerships of school, counseling, health, recreation, job-training, and other agencies.
- We organize service to the community by students, families, and schools.
- Our students conduct philanthropic or helpful activities to benefit the community.
- Our school building is open for use by the community after school hours
- _____
- _____
- _____

In Which Grades?

- PreK K 1 2 3 4 5 6 7 8 9 10 11 12
- PreK K 1 2 3 4 5 6 7 8 9 10 11 12
- PreK K 1 2 3 4 5 6 7 8 9 10 11 12
- PreK K 1 2 3 4 5 6 7 8 9 10 11 12
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- PreK K 1 2 3 4 5 6 7 8 9 10 11 12