The Family Engagement Tool Process – For Schools

For school administrators interested in building a school community where students thrive, the Family Engagement Tool's 2-year cycle provides a simple and repeatable process for periodic evaluation of current practices, and offers resources and guidance in practices proven to improve student learning outcomes.

The Principal receives the school's login and Distance Learning information. The Principal completes the Distance Learning sessions and FET Steps 1 & 2

The Principal gathers school documents for the Team to use in the document analysis The Principal invites staff members and family representatives to be a part of the school's FET Team



The team uses the Resource Menu's planning tools, rubrics, workshop materials, and course curricula to help plan improvement strategies that are designed to meet their school's goals and objectives.



The Principal schedules a meeting and meets with the team to view the Distance Learning sessions. The Team receives copies of policy documents and PDFs of completed Steps 1 & 2.



The Team uses the Planning Tool to create an action plan, assign tasks, track progress, and record outcomes. Step 5: The Team completes their Needs Assessment using information gained in the previous steps. Step 4: The Team members complete the School Community Survey individually, discuss the survey questions together, and by consensus enter a consensus response in FET's Step 4. Step 3: The Team reviews and scores policy documents using the School Community Network rubrics:

- District Parent Involvement Policy
- School Parent Involvement Policy
- School Compact
- Homework Guidelines
- Student Report Card Evaluation
- Classroom Visit Procedures

Designed and Developed by Academic Development Institute

www.SchoolCommunityNetwork.org

School Community Network Just ₩Connect™