

School Community Network

Just Connect™

Action Plan Objectives

Building Block: Shared Leadership

Topic	Action Plan Objective
Parent-Teacher Organization	The Parent-Teacher Organization will operate with a publicly available statement of purpose. (1554)
School Community Council	The school will establish a School Community Council.
School Community Council	A School Community Council (SCC) consisting of the principal, parent facilitator, social worker or counselor, teachers, and parents will oversee family-school relationships and help parents to be better equipped to support their student's learning at home. (1555)
School Community Council	A majority of the members of the School Community Council (SCC) will be parents of currently enrolled students and will not also employees of the school. (1556)
School Community Council	The School Community Council (SCC) will meet twice a month with agendas and minutes of the meetings kept on file. (1557)
School Improvement Team	The School Improvement Team or School Leadership Team will recognize the individual accomplishments of teachers. (1551)
School Improvement Team	Parent representatives will advise the School Improvement Team or School Leadership Team on matters related to family-school relations. (1553)
School Improvement Team	The School Improvement Team or School Leadership Team will recognize the accomplishments of teams (e. g. teacher teams, School Community Council (SCC), and parent-teacher organization). (1552)

Building Block: Goals & Roles

Topic	Action Plan Objective
District Parent Involvement Policy	The school will recommend revisions for the District Parent Involvement Policy using the rubric provided in the Policy Analysis.
School Parent Involvement Policy	The school will develop/revise its Parent Involvement Policy using the rubric provided in the Policy Analysis.
School Parent Involvement Policy	The school's Parent Involvement Policy will include a vision statement about the importance of family-school partnership in a school community. (1535)
School Parent Involvement Policy	The school's Parent Involvement Policy will encourage parents to visit classrooms. (1549)
Compact	The school will develop/revise its Compact using the rubric provided in the Policy Analysis.
Compact	The school's Compact will outline the responsibilities (expectations) of teachers, parents, and students. (1539)

Compact	The school's Compact will include responsibilities (expectations) that communicate what parents can do to support their students' learning at home. (1540)
Compact	The faculty and parents will annually review and discuss the school's Compact that outlines key expectations of the students, parents, and teachers.
Compact	The school's Compact will encourage parents to visit classrooms.
Homework	The school will develop/revise its Homework Guidelines using the rubric provided in the Policy Analysis.
Homework	The school's Homework Guidelines will require homework at all grade levels. (1542)
Homework	The school's Homework Guidelines will show the minimum amount of daily study time at home by grade level. (1543)
Homework	The school's Homework Guidelines will stress the importance of checking, marking, and promptly returning homework. (1544)
Homework	The school's Homework Guidelines will make homework a part of the student's report card grade. (1545)
Homework	The school's Homework Guidelines will be reviewed annually and discussed at faculty meetings
Report Card	The Student Report Card will include the student's progress toward learning standards. (1854)
Report Card	The student report card will provide parents an opportunity to report on the student's home-based studying and reading habits. (1547)
Classroom Visit	Classroom Visit Procedures will be clear, constructive, welcoming, and available for visitors in the office. (1548)
Classroom Visit	The school will develop/revise its Classroom Visit Procedures using the rubric provided in the Policy Analysis.

Building Block: Communication

Topic	Action Plan Objective
Classroom Visits	The school's Classroom Visit Procedures will be annually distributed to teachers, school personnel, parents, and students. (1558)
Compact	The school's Compact will be annually distributed to teachers, school personnel, parents, and students. (1558)
Homework	The school's Homework Guidelines will be annually distributed to teachers, school personnel, parents, and students. (1558)
School Parent Involvement Policy	The school's Parent Involvement Policy will be annually distributed to teachers, school personnel, parents, and students. (1558)
School-Parent	The school will provide parents with written information on how to maintain daily conversations with their children about their school experience and progress.
School-Parent	The "ongoing conversation" between school personnel and parents will be candid, supportive, and flow in both directions. (1569)
School-Parent	The school will regularly communicate with parents about its expectations of them and what they can do at home to support their children's learning. (1570)

School-Parent	The school will provide parents and other visitors a friendly document that outlines the ground rules for visits to the school and classrooms. (1571)
School-Parent	The school will maintain a web-based student information system to inform parents of student progress and update information weekly. (1568)
School-Parent	The school's website will include a parent section with information on home support for learning, announcements, parent activities/resources, and procedures on how parents may post items. (1572)
School-Parent	The school's newsletter will include articles by parents, information on home support of learning, announcements of parent activities, and procedures on how parents may submit items. (1573)
School-Parent	The school will maintain a bulletin board near the front entrance that includes information on home support for learning, announcements, parent activities, and procedures on how parents may post information. (1574)
Teacher-Parent	Teachers will be familiar with what parents can do at home to support their children's learning and discuss it with them. (1560)
Teacher-Parent	The "ongoing conversation" between teachers and parents will be candid, supportive, and flow in both directions. (1562)
Teacher-Parent	Teachers will use email to parents to share good news about student accomplishments.
Teacher-Parent	Teachers will use telephone calls to parents to share good news about student accomplishments. (1567)
Teacher-Parent	Teachers will use emails to provide parents with practical guidance to maintain regular and supportive verbal interactions with their children. (1563)
Teacher-Parent	Teachers will use email to communicate with parents about student progress. (1564)
Teacher-Parent	Teachers will use telephone calls to provide parents with practical guidance to maintain regular and supportive verbal interactions with their children. (1565)
Teacher-Parent	Teachers will use telephone calls to communicate with parents about student progress. (1566)
Teacher-Parent	Teachers will use postcards and notes to parents to share student accomplishments. (1567)

Building Block: Education

Topic	Action Plan Objective
Family Resource Library	The school will provide a Family Resource Library that includes materials with information about parenting and parents' roles in children's education. (1579)
Parent Courses and Workshops	Parent education programs will include multi-session group experiences with specific agendas.(1582)
Parent Courses and Workshops	Parent education programs will be led by trained parent leaders. (1583)

Parent Courses and Workshops	The school will offer parent education programs focused on building skills relative to what parents can do at home to support their children's learning. (1584)
Parent Courses and Workshops	The school will provide parents with practical guidance to establish a quiet place for children's studying at home and consistent discipline for studying at home. (1585)
Parent Courses and Workshops	The school will provide parents with practical guidance to encourage their children's regular reading habits at home. (1586)
Parent Courses and Workshops	The school will provide parents with practical guidance to model and encourage respectful and responsible behaviors. (1587)
Parent Courses and Workshops	The school will provide parents with practical guidance on the learning standards. (1826)
Parent Volunteers	The school will encourage parents to volunteer to assist in the school and will provide orientation and training for them. (1580)
Parent Volunteers	The school will provide inter-generational associations in which parents or community volunteers assist in the classroom. (1581)
Parent-Child Interactions	The school will provide parents with practical guidance to maintain regular and supportive verbal interactions with their children. (1576)
Parent-Child Interactions	All-school events (e.g., Family-School Nights) will include parent-child interactive activities. (1577)
Parent-Child Interactions	Teachers will regularly make "interactive" assignments that encourage parent-child interaction relative to school learning. (1578)
Professional Development	Professional development programs for teachers will include assistance in working effectively with parents. (1588)

Building Block: Connection

Topic	Action Plan Objective
Conferences	Parent-teacher conferences will be held at least twice a year and will include students at least once a year. (1590)
Conferences	Parents will be given opportunities at parent-teacher conferences to discuss both their children's progress in school and their children's home-based study and reading habits. (1591)
Conferences	All teachers will use a common agenda with Next Steps for teachers, parents, and students in the parent-teacher (and parent-teacher-student) conferences. (1592)
Conferences	Records of persons attending parent-teacher (and parent-teacher-student) conferences and Next Steps will be maintained and provided teachers in subsequent years. (1827)
Family Nights	The school will provide Family-School Nights where families and school personnel will get to know each other and discuss their mutual roles in students' learning. (1594)
Family Nights	Family-School Nights will include interactive, parent-child activities. (1853)
Home Gathering	The school will maintain a program of Home Gatherings, with groups of parents meeting in a parent's home with a teacher. (1597)
Home Visits	The school will maintain a program of Home Visits by teachers, staff, and/or trained community members. (1596)

Open House	The school will use Open House as an opportunity to convey to parents that what goes on at home impacts students' academic performance. (1561)
Open House	The school's key documents (Parent Involvement Policy, Compact, Homework Guidelines, and Classroom Visit Procedures) will be routinely discussed at Open Houses. (1855)
Open House	The school will celebrate its accomplishments at Open Houses. (1550)
Parent Rooms	The school will provide a room for parents to meet with each other to share their child-rearing concerns and successes. (1599)
Welcoming Place	The office staff will provide families and visitors with a friendly letter of greeting that explains the School and Classroom Visit Procedures. (1849)
Welcoming Place	Office and support staff will be trained to make the school a "welcoming place" for parents and other visitors. (1593)
Welcoming Place	A school team that includes parents will annually conduct a "walk-through" of the school, parking lot, and grounds to suggest ways to make the school a more welcoming place. (1848)
Welcoming Place	A suggestion box will be prominently located and will invite ideas for making the school a more welcoming place. (1850)
Welcoming Place	School personnel met by visitors in the hallways will be friendly and offer assistance. (1851)
Welcoming Place	Signs at all school entrances will clearly welcome and guide families and visitors to the main office to sign in. (1852)