

FAMILY ENGAGEMENT INDICATORS: Moving Towards Family Engagement

TRAINING GUIDE



Bureau of Indian Education
Division of Performance & Accountability

Developed by:
Valerie Todacheene, Ed.D.

Part 1

ASSESSING INDICATORS

WELCOME AND INTRODUCTION

5 minutes

- Facilitator introduces him/herself
- Participants on call introduces themselves

HOUSEKEEPING

1 minute

- Put phones on “mute”
- Training attendance will be taken at the beginning and end of session.
- Active Participation

“WARM UP” ACTIVITY

10 minutes

- Ask for 1 or 2 volunteers to talk about their experience with indicators during the “Next Steps” training and provide a positive experience and one challenging experience.

EXPECTATIONS

5 minutes

- Participants communicate training expectations on “Chat” or send via email and facilitator will review 3 or 4 comments.

PRESENTATION

20 minutes

- Review PowerPoint presentation which includes training objectives and guiding points for lecture.

RESOURCES/TOOLS

5 minutes

- School Indicator Listing
- Review Action Plan from FET
- Handbook on Family and Community Engagement

EVALUATION

5 minutes

Request participants to submit feedback on today’s presentation using the following guiding questions:

1. Did today’s information meet your expectation?
2. What information did you want presented today but was not discussed?
3. What information provided today you felt was most helpful?
4. Other feedback or questions.

FAMILY ENGAGEMENT INDICATORS 1-ASSESSING INDICATORS ASSIGNMENT

INSTRUCTIONS-

1. Print Worksheets on the Indicator for the Team
2. Assess one Indicator from each of the five building blocks.
 - a. Shared Leadership
 - b. Goals & Roles
 - c. Communication
 - d. Education
 - e. Connection
3. Refer to your Family Engagement Indicator Hand-out to select indicator
4. Your School Community Council or Family Engagement Team should work on these indicators with you
5. Once completed submitted to Process Manager to enter into Native Star
6. This should be submitted into Native Star by <ENTER DATE>.

Part 2 PLANNING INDICATORS

WELCOME AND INTRODUCTION

5 minutes

- Facilitator introduces him/herself
- Participants on call introduces themselves

HOUSEKEEPING

1 minute

- Put phones on “mute”
- Training attendance will be taken at the beginning and end of session.
- Active Participation

“WARM UP” ACTIVITY

10 minutes

1. Take one Indicator that you assessed and share your experience on assessing indicator(s).
2. What was the first thing you did with your team?
3. Give an example on how your team determined the level of implementation for the indicator(s)?
4. Please submit the indicators you assessed today, I plan on providing feedback on your submission through the coaching comments.

EXPECTATIONS

5 minutes

- Participants communicate training expectations on “Chat” or send via email and facilitator will review 3 or 4 comments.

PRESENTATION

20 minutes

- Review PowerPoint presentation which includes training objectives and guiding points for lecture.

RESOURCES/TOOLS

5 minutes

- School Indicator Listing
- Review Action Plan from FET
- Handbook on Family and Community Engagement

EVALUATION

5 minutes

Request participants to submit feedback on today’s presentation using the following guiding questions:

1. Did today’s information meet your expectation?
2. What information did you want presented today but was not discussed?
3. What information provided today you felt was most helpful?
4. Other feedback or questions.

FAMILY ENGAGEMENT INDICATORS 2-PLANNING INDICATORS DUE: <ENTER DATE>

INSTRUCTIONS-

Print Worksheets on the Indicator for the Team

1. Plan for the Indicators you selected from each of the five building blocks.
 - a. Shared Leadership
 - b. Goals & Roles
 - c. Communication
 - d. Education
 - e. Connection
2. Refer to Wise Ways if you have difficulty with the planning and tutorials on the webpage
3. Your School Community Council or Family Engagement Team should work on planning for these indicators with you
4. Once completed submit to the Process Manager to enter into Native Star
5. This should be submitted into Native Star by <ENTER DATE>.



Part 3

MONITORING INDICATORS

WELCOME AND INTRODUCTION

5 minutes

- Facilitator introduces him/herself

HOUSEKEEPING

1 minute

- Put phones on “mute”
- Training attendance will be taken at the beginning and end of session.
- Active Participation

“WARM UP” ACTIVITY

10 minutes

1. Take one Indicator that you planned and share your experience on planning indicator(s).
2. What was the first thing you did with your team?
3. Give an example on how your team described how it will look when this objective is fully met? Give an example of task(s) that will lead to the full implementation of this objective.
4. Please submit the indicators you planned today, I plan on providing feedback on your submission through the coaching comments. Your ELO’s are welcome to provide feedback also.

PRESENTATION

20 minutes

- Review PowerPoint presentation which includes training objectives and guiding points for lecture.

RESOURCES/TOOLS

5 minutes

- School Indicator Listing
- Review Action Plan from FET
- Handbook on Family and Community Engagement

EVALUATION

5 minutes

Request participants to submit feedback on today’s presentation using the following guiding questions:

1. Did today’s information meet your expectation?
2. What information did you want presented today but was not discussed?
3. What information provided today you felt was most helpful?
4. Other feedback or questions.

FAMILY ENGAGEMENT INDICATORS 3-MONITORING INDICATORS DUE: <ENTER DATE>

INSTRUCTIONS-

1. Print Worksheets on the Indicator for the Team
2. Monitor the Indicators you selected from each of the five building blocks.
 - a. Shared Leadership
 - b. Goals & Roles
 - c. Communication
 - d. Education
 - e. Connection
3. Refer to Wise Ways if necessary and tutorials on the webpage
4. Your School Community Council or Family Engagement Team should work on monitoring these indicators with you
5. Once completed submit to the Process Manager to enter into Native Star



Part 4 DEBRIEFING

WELCOME AND INTRODUCTION

5 minutes

- Facilitator introduces him/herself

HOUSEKEEPING

1 minute

- Put phones on “mute”
- Training attendance will be taken at the beginning and end of session.
- Active Participation

“WARM UP” ACTIVITY/PRESENTATION

30minutes

1. What was your overall experience in assessing & planning the indicators?
2. What types of feedback did you receive on this process from your ELOs?
3. What types of future trainings would you like to receive in Family Engagement?
4. Review presentation

RESOURCES/TOOLS

5 minutes

- School Indicator Listing
- Review Action Plan from FET
- Handbook on Family and Community Engagement

EVALUATION

5 minutes

Request participants to submit feedback on today’s presentation using the following guiding questions:

5. Did today’s information meet your expectation?
6. What information did you want presented today but was not discussed?
7. What information provided today you felt was most helpful?
8. Other feedback or questions.

FAMILY ENGAGEMENT INDICATORS FAMILY ENGAGEMENT MONITORING & IMPLEMENTATION

INSTRUCTIONS-

1. Have discussions with School Improvement Team on your assessment, planning & monitoring of Family Engagement Indicators.
2. Provide calendar on meetings for continuous improvement, and begin planning to address additional Family Engagement Indicators that are in the FET Action Plan.

