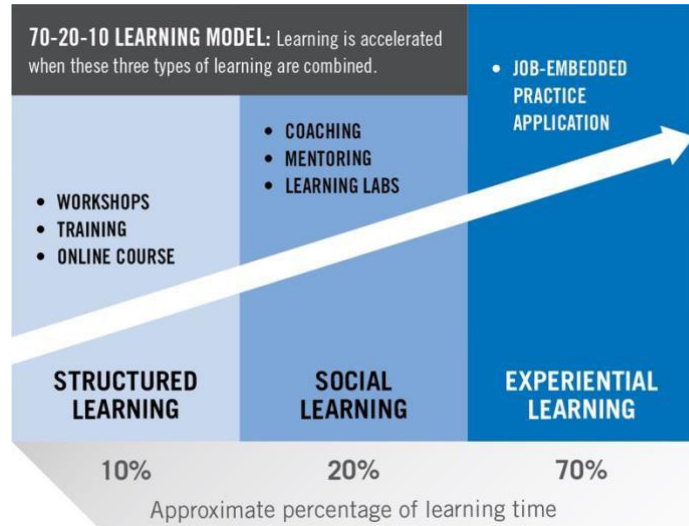


# Family Engagement Liaison Framework



**Purpose:** Articulate the progression of skills and development of leadership competencies in service of Board Policy KB: Family Engagement. This will promote alignment of support across stakeholders and empower individuals to personalize their own learning trajectory.

**How can this be used?**

Aspiring and Current Family and Community Liaisons	Leaders of Family and Community Liaisons	Central Support Partners
<ul style="list-style-type: none"> <li>Drive your own learning by identifying your strengths and gaps</li> <li>Ground feedback conversations in a common language</li> </ul>	<ul style="list-style-type: none"> <li>Ground feedback conversations in a common language</li> <li>Differentiate supports for liaisons based on individual strengths and gaps</li> <li>Provide clarity for aspiring liaison development</li> </ul>	<ul style="list-style-type: none"> <li>Align central-based supports with school-based supports for structured, social, and experiential learning</li> </ul>

The intent of this document is to use the common language to align supports for growth and development of liaisons, **NOT** to be used as a performance evaluation tool.

Each column builds on learning in the previous columns to support a progression of learning.



School Leadership Framework	Establish foundational skills, mindsets, and knowledge of school and district resources	Build team of families, staff and school leadership. Connect parents with school and district resources	Expand leadership role by deepening engagement with families, staff and community	Empower and Equip families to be advocates for students, self and community
<p><b>Engagement Expertise</b></p> <p>Develop and/or influence schools family engagement strategies that lead to students' academic success through family and community partnerships.</p>	<ul style="list-style-type: none"> <li>Demonstrate ability to work cooperatively with families, staff and school leadership</li> <li>Maintain current knowledge of DPS and school-wide policies and procedures</li> <li>Demonstrate familiarity with school and district resources</li> <li>Understand importance of effective communication and demonstrate proficiency in email and word processing platforms</li> <li>Hold self-accountable to high professional standards</li> </ul>	<ul style="list-style-type: none"> <li>Cultivate relationships with families and staff by utilizing a variety of community outreach strategies and techniques</li> <li>Establish team of families, staff and school leadership; facilitate recurring meetings</li> <li>Apply understanding of DPS and school-wide policies and procedures when carrying out various tasks and responsibilities</li> <li>Navigate DPS department supports to ensure that all families have access to proper resources (e.g., School Based Services, Centers for Family Opportunity, Literacy Services)</li> <li>Inform families of and connect parents to school and district resources</li> <li>Understand need for differentiated communication strategies between families, staff and school leadership</li> <li>Communicate and update families, staff and school leadership on key district initiatives and programs</li> <li>Assist in the planning and implementation of family and school-wide events (e.g. Back to School Night, Academic Standard Events).</li> <li>Recruit a group of families to participate in school governance structures that are reflective of student population (e.g., ELA-PAC, Collaborative School Committee)</li> <li>Support staff with Parent-Teacher Home Visits</li> <li>Actively participate in FACE professional development sessions and find ways to incorporate lessons into professional practice</li> </ul>	<ul style="list-style-type: none"> <li>Foster working relationships with families and staff; provide opportunities for them to connect and interact with one another</li> <li>Use norms and working agreements during meetings to develop team culture and accountability</li> <li>Create and facilitate volunteer opportunities for families to become engaged within the school</li> <li>Provide differentiated supports to families utilizing DPS department resources as needed</li> <li>Educate parents on best practices regarding the academic success of their children</li> <li>Offer individualized support for families to ensure equitable access to school and district resources</li> <li>Implement differentiated communication strategies to ensure that all families and staff receive key information</li> <li>Lead outreach efforts for the school community through events and recruitment (e.g. Back to School Night, Academic Standard Events.)</li> <li>Use data to ensure school is working towards meeting school PTHV goals</li> <li>Organize professional development opportunities for families that prepare them to support students and the school in a variety of capacities</li> <li>Utilize strategies provided in FACE and other district led professional development sessions and opportunities</li> </ul>	<ul style="list-style-type: none"> <li>Play an active role in the school's decision-making process and as an active contributor of the school leadership team</li> <li>Equip families with the tools and resources to effectively advocate on behalf of their students academic success</li> <li>Participate in productive two-way dialogue with school and district leadership around the issues and concerns important to families</li> <li>Implement systems and structures that allow families to participate in data walks, school leadership meetings, and other information opportunities that lead to academic partnership</li> <li>Provide professional development and ongoing coaching to families on how to effectively utilize school and district resources.</li> <li>Utilize research and best practices to inform engagement strategies</li> <li>Develop materials for use in parent/family/volunteer training</li> <li>Establish communication pipelines between families and teachers</li> <li>Delegate key tasks and responsibilities to family volunteers</li> <li>Build a culture that supports year to year growth of the PTHV program</li> </ul>
<p><b>Vision and Strategy</b></p> <p>Invests families in school's vision through strategic planning, change leadership and innovative practices</p>	<ul style="list-style-type: none"> <li>Demonstrate the ability to set and achieve goals for self</li> <li>Exhibit a commitment to relevant school and district goals</li> <li>Demonstrate engagement in and understanding of current school vision</li> </ul>	<ul style="list-style-type: none"> <li>Track, revise, and build upon team SMART goals to align with school vision and goals</li> <li>Contribute to the creation and modification of school-wide vision and strategic plan</li> <li>Support families in a participative vision-setting process</li> </ul>	<ul style="list-style-type: none"> <li>Empower families to contribute to the SMART goal setting process to support their work as academic partners</li> <li>Execute strategic plans that align to the UIP, school vision and district priorities</li> <li>Organize opportunities for families to provide input on school vision</li> </ul>	<ul style="list-style-type: none"> <li>Ensure short and long-term team and individual goals are coherent and aligned to school-wide strategic plan</li> <li>Facilitate decision-making discussion to engage team voice</li> <li>Facilitate a team of teachers to develop innovative solutions</li> </ul>

School Leadership Framework	Establish foundational skills, mindsets, and knowledge of school and district resources	Build team of families, staff and school leadership. Connect parents with school and district resources	Expand leadership role by deepening engagement with families, staff and community	Empower and Equip families to be advocates for students, self and community
<p><b>People and Culture</b> Builds community and leadership capacity among a team of families and volunteers, developing a culture of continuous learning that maximizes family and student morale and performance</p>	<ul style="list-style-type: none"> <li>Contribute to creating a culture that embraces positive family and community engagement</li> <li>Demonstrate a passion for learning and self-improvement</li> <li>Build collaborative peer relationships based on trust</li> </ul>	<ul style="list-style-type: none"> <li>Foster a welcoming and responsive environment for both families and teachers</li> <li>Lead collaborative team building activities for families and check-ins to engage them in creating a culture that embraces family and community</li> <li>Model a spirit of continuous learning and feedback to families and staff</li> </ul>	<ul style="list-style-type: none"> <li>Use district and community resources to provide learning opportunities for families on how to best support the Whole Child</li> <li>Implement constructive feedback opportunities for families on the school's vision for community engagement</li> <li>Educate parents on best practices regarding the health and safety of their children</li> </ul>	<ul style="list-style-type: none"> <li>Ensure families and staff share ownership and accountability for student success</li> <li>Develop innovative and strategic collaboration opportunities that improve student outcomes</li> </ul>
<p><b>Community and Equity</b> Contributes to a positive, inclusive school community that supports the development of the Whole Child and meaningfully engages students, families and community members</p>	<ul style="list-style-type: none"> <li>Engage in inclusive culture building opportunities</li> <li>Work cooperatively as a team player and solves conflicts utilizing conflict resolution strategies when confronted or requested to support</li> <li>Understand community, history, demographics, and current state/status of community</li> <li>Demonstrate understanding of and sensitivity to various cultures and family dynamics</li> <li>Model what has an informed cultural lens</li> </ul>	<ul style="list-style-type: none"> <li>Provide an inclusive environment for family meetings and facilitate discussions with families and staff to ensure that all voices are heard</li> <li>Create strong, positive family-school relationships by encouraging healthy dialogue and fostering the development of a positive and equitable experience within our school community</li> <li>Support staff and school leadership by communicating academic and socio-emotional progress of students to families</li> <li>Understand how culturally competent engagement strategies contribute to an equitable learning environment for all families and students</li> <li>Identify social emotional needs of students; assess classroom and school resources to ensure equitable access</li> <li>Utilize district language resources to ensure that all languages are supported in parent meetings and outreach events</li> <li>Navigate interpretation and translation requests through the district's communication department</li> </ul>	<ul style="list-style-type: none"> <li>Model best practices for family engagement for staff to ensure that the social emotional needs of all students are met</li> <li>Apply culturally competent practices to family and community engagement</li> <li>Ensure that staff and school leadership communicate to families about student progress and link student work to academic standards and learning</li> <li>Seek and establish partnerships with local businesses and community organizations to provide educational support and resources for families</li> </ul>	<ul style="list-style-type: none"> <li>Organize professional development opportunities that inform families and staff of best practices for supporting equitable and inclusive classroom environments</li> <li>Cultivate and strengthen ongoing strategic partnerships with local businesses and community organizations</li> </ul>
<p><b>Personal and Values</b> Demonstrates values-driven, reflective and resilient leadership</p>	<ul style="list-style-type: none"> <li>Demonstrate understanding of DPS and school-wide shared core values</li> <li>Demonstrate self-awareness of core strengths and opportunities for growth</li> <li>Exhibit the ability to build relationships across lines of difference</li> <li>Can communicate across cultures</li> <li>Recognize personal biases and assumptions and its implications on their work</li> </ul>	<ul style="list-style-type: none"> <li>Model how DPS shared core values apply to self</li> <li>Mitigate own triggers and impact during team collaboration</li> <li>Demonstrate self-awareness of core strengths and opportunities in shared core values behaviors</li> <li>Recognize own behavior style and how it impacts communication</li> <li>Articulate personal motivations for leadership</li> <li>Utilizes a growth mindset when participating in FACE professional development sessions</li> <li>Open to constructive feedback from families and community members by school leadership and FACE</li> </ul>	<ul style="list-style-type: none"> <li>Foster a positive team culture and ensure that families feel safe when sharing ideas</li> <li>Leverage emotional intelligence to live the shared core values in times of conflict and challenge</li> <li>Use understanding of emotional intelligence to develop team culture</li> <li>Create opportunities for families to provide feedback on liaison professionalism, systems and structures</li> </ul>	<ul style="list-style-type: none"> <li>Establish an atmosphere of trust with public and private entities in the community</li> <li>Create opportunities for families to demonstrate self-awareness through family engagement best practices</li> <li>Develop leadership and communication skills of families to increase their impact and reach</li> <li>Inspire families, teachers, and school leadership to demonstrate shared core values behaviors</li> <li>Empower families to recognize own behavior styles and how they can impact communication</li> </ul>
<p><b>Operational and Organizational</b> Achieves team goals by driving results, maximizing resources, and ensuring effective management of team systems and operations</p>	<ul style="list-style-type: none"> <li>Solve problems quickly and efficiently</li> <li>Use time effectively to meet role requirements</li> </ul>	<ul style="list-style-type: none"> <li>Use transparent progress monitoring system to track team goals</li> <li>Act promptly to resolve problems, issues and requests from students, families, parents and community issues</li> <li>Ensure decision-making processes are transparent and engage all team members</li> <li>Create systems of accountability and measurements of impact for self</li> </ul>	<ul style="list-style-type: none"> <li>Use transparent progress monitoring system to track team progress towards goals and to monitor family and community engagement opportunities</li> <li>Leverage available resources to educate families and staff on best practices for communication and community engagement that lead to improved student outcomes</li> </ul>	<ul style="list-style-type: none"> <li>Use transparent progress monitoring system to track team progress towards team and school goals</li> <li>Create systems of accountability and measurements of impact for families and staff on the use of best practices</li> <li>Use family and community data to drive family and staff trainings</li> <li>Take initiative to investigate and recommend the piloting of new strategies</li> </ul>