

## **Effective Student Support: Family Engagement**

### **Plan Overview: FY 2017-18**

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#### **Budget Managers:**

Susan Craig, Director of Student Services

Ann Marie Callegari, Supervisor of Family Engagement and Equity

The BUSD Office of Family Engagement and Equity offers district-wide support for families. The work of the Family Engagement and Equity staff is to support and educate parents and families in three main focal areas:

- 1) Establishing links between home and school for academic success,
- 2) Improving behavioral supports for students by helping families build trusting relationships with school staff and students, and
- 3) Promoting attendance and access to health services.

The OFEE Staff provides targeted support and guidance to school staff and families in order to build meaningful partnerships that foster success for all students. The OFEE staff is working toward supporting a district and school climate and culture in which family engagement skills are part of the daily practice of every administrator, teacher and staff

#### **BUDGET RECOMMENDATIONS FOR FY 2017-18**

##### **Staff \$348,200**

- Supervisor, Family Equity and Engagement 1.00 FTE
- Site Coordinators, Family Engagement 2.60 FTE
- Parent Liaison, Berkeley High School .27 FTE

##### **Supervisor, Family Engagement and Equity 1.00 FTE**

This position supervises, evaluates, and provides ongoing professional development to the Family Engagement Specialists, provides professional development and support to the district in areas of educational equity and family engagement to other groups, and coordinates district-wide parent education.

##### **Family Engagement and Equity Specialists 2.60 FTE**

Specialist positions report to the Supervisor of Family Engagement and Equity. Eight specialists support ten elementary school sites on a part-time basis, and two specialists support Berkeley High School. BSEP funds provide 2.60 FTE, and the remainder is provided through LCAP Supplemental funding. The specialists provide the following supports:

- Case management of all students on the 10% chronic attendance list, and attendance celebrations at each school site.
- RtI Collaboration and advocacy for underserved students

- Parent education workshops including:
  - Parent Champion workshop series - Parents learn to partner with schools and the district.
  - Immigration forums and community engagement around supporting immigrant families
  - Parent workshop series to teach parents to help their children at home.
- Review student literacy levels, engage families and teachers, identify and implement supports, and monitor impact of family engagement.
- Attend school and district meetings to support, engage and advocate for students and families, including: School Governance Council (SGC), Individual Education Plan (IEP) and 504, Response to Instruction and Intervention Team (RtI<sup>2</sup>), Student Success Team (SST), Parent Teacher Association (PTA), Student Attendance Review Team (SART), Student Attendance Review Board (SARB), BSEP P&O Committee, Local Control Accountability Plan Parent Advisory Committee (PAC), Parents of Children of African Descent (PCAD), English Language Advisory Council (ELAC), District English Language Advisory Council (DELAC), and Berkeley Advanced Learner Support and Advocacy (BALSA).

### **Berkeley High School**

**0.27 FTE**

There are two Family Engagement Specialists positions at Berkeley High School, of which this BSEP resource pays for 0.27 FTE. These positions support students and families with locating and navigating school and community resources to become more engaged in their children's education. OFEE collaborates with school staff to engage students to support positive behavior, academic performance and attendance.

Family Engagement Specialists design and often facilitate workshops and programs at the high school, including: Why 9th Grade Matters, College Readiness Series, Middle to High School Parent Workshops, Mentor program in collaboration with UC Berkeley, and workshops to address relevant issues. This office also serves drop-in students and parents. Additionally, the annual Black and Latino Graduations are coordinated by these positions.

### **Classified Hourly for Meeting and Family Event Support**

**\$2,000**

Funds support evening and weekend meetings with child care, custodial and translation support for district and site-based family events.

### **Contracted Services**

**\$5,000**

Experts in specialized subject areas of cultural competency, family engagement and parent leadership will provide training to Office of Family Engagement and Equity Site Coordinators, Parent Liaisons, Parents/Guardians, and district staff.

**Materials and Supplies** **\$4,000**

This budget will provide the OFEE with materials and supplies to support the program, including family engagement events.

**Staff Development and Mileage** **\$4,000**

Funds will be allocated for staff to attend state and local workshops for professional development.

**Cell Phone Service** **\$3,000**

Funding will provide cell phone service for the site coordinators to facilitate communication.

In addition to the overall program goals and objectives described above, following are a few specific, measurable, achievable, relevant and time-bound goals for the year 2017-18.

**SMART Goals for 2017-18**

1. Form a Family and Community Engagement advisory committee made up of stakeholders such as school secretaries, security and afterschool staff, community partners, teachers, and district and OFEE staff. This committee will meet at least twice - in the spring and fall - to advise OFEE Supervisor and Director of Community Relations on effective approaches to family and community engagement for student support and success.
2. Provide quarterly trainings/workshops for parents, to empower and support them with attendance and academic issues, address trauma and improve school climate.
3. Engage at least two parents from each school in a Latino Family Affinity Group with meetings (at least monthly) and one retreat.
4. Provide three parent engagement workshops/activities around academic support to strengthen home school partnerships for parents of Super Science Saturday and Ramp Up program students.

**BUDGET SUMMARY**

The budget for 2017-18 requires drawing upon the fund balance carryover from Fund 4, BSEP Measure A of 2006.

The current model for Family Engagement is under review and will be revised by Educational Services and Student Services to create an effective and sustainable model for future years.

Following is the proposal for expenditures for Family Engagement from funds allocated to this purpose in accordance with *The Berkeley Public Schools Educational Excellence Act of 2016* (BSEP/Measure E1) and carryover funds from *The Berkeley Public Schools Educational Excellence Act of 2006* (BSEP/Measure A).

**Revenue**

Net Revenue Allocation \$352,000

**Expense**

Classified Salaries 235,100

Employee Benefits 113,100

Classified Hourly 2,000

Books & Supplies 4,000

Contracted Services 5,000

Staff Development and Mileage 4,000

Cell Phone Service 3,000

Reserve for Personnel Variance 10,000

Indirect Cost 22,422

Total Cost 398,622

**Revenue Less Expense (46,622)**

**Estimated Fund Balance (Fund 4/Measure A) \$140,700**

**Combined Ending Fund Balance \$94,078**