

**PASADENA UNIFIED SCHOOL DISTRICT
FAMILY & COMMUNITY ENGAGEMENT
2018-19 DEPARTMENT ANNUAL PLAN**

DEPARTMENT NAME:	Office of Family & Community Engagement
	<i>Please note that this Department to become part of Human Resources Division with further information to be provided</i>

ALIGNMENT TO LCAP GOALS, ACTIONS, OUTCOMES & TARGETS 2018-20

Goal 4: Parents and guardians feel welcomed at their school, have sufficient two-way communication with their school and are provided with knowledge and skills to successfully support and advocate for their child.		
2018-19 ACTIONS & SERVICES		
#	LCAP Action/Service Description	LCAP Outcomes & Targets
4.1	Leadership and services to provide coordination of targeted parent education, professional development, and family and community engagement to support school needs and goals. Enrollment Services	State Priority 3 Indicator 4.1 Parent Engagement Baseline: survey to be established Target: 70% of parents agree schools encourage parent involvement in decision-making
4.1.a	Office of Family and Community Engagement and Adult Education Managers who work directly with schools and site level staff to engage and communicate with parents; Participate and support parent advisory committees; Provide professional development for parents, staff; Organize parent outreach in the community; Support volunteers; Collect and maintain data. Materials and services to facilitate volunteer processing and training and for family and community engagement activities (Family and Community Engagement 112). 2 FTE Parent Engagement Managers. 1 FTE Volunteer Coordination support staff. 1 FTE Parent Engagement Clerk. Supplies and Materials	Indicator 4.2 Parent Committee Training Baseline 17-18: 75% of parent committee members participated in training Target: 78%
4.1.b	Produce required parent notifications, information and outreach services to parents and community about the schools and programs available in PUSD (115 or by location). 0.8 Communications coordinator and events	Local Indicator 4.3 # of parents attending trainings and workshops Baseline 16-17: 616 Actual 17-18: 1100 Target 18-19: 1160 Local Indicator 4.3.a. # of trainings and workshops provided Baseline 16-17: 41 Actual 17-18: 167

FAMILY & COMMUNITY ENGAGEMENT 18-19 ANNUAL PLAN

4.2.a.	Provide specific site-based tiered support services to include. Providing services and outreach to parents; assisting with parent conferences/SST; supports volunteers; working directly with site parent groups (by site). Targeted professional development opportunities for members of parent leadership advisory groups (by site)	Target 18-19: 197 See above and relevant school and program data
4.3	Translation- provide timely, high quality interpretation and translation services for our families (currently 112)	Translation Unit now part of Language Acquisition and Development Department (LADD) - See LADD Annual Plan and Budget
4.4	Partner with community organizations to help coordinate resources and services to schools with high-need student population and/or to meet identified priority student, family, school or district-wide needs. Services within total allocation to be selected and listed as identified (Student Support/State and Federal Programs 500)	See individual school or program data relevant to partnership(s)