



District Leadership Checklist

Family, School, and Community Partnerships

This list helps district leaders take basic steps to establish a program of family, school, and community partnerships at the district level and in all schools. The list helps leaders monitor their progress on partnership program development.

CHECK (✓) WHEN YOU HAVE COMPLETED THE FOLLOWING:

- ☐ Develop or periodically review a district policy on school, family, and community partnerships.
- ☐ Identify the district goals for school improvement and student success that would benefit from family and community involvement.
- ☐ Write an annual district Leadership Plan for Partnerships that identifies strategies, activities, timelines, and persons responsible for accomplishing specific family and community involvement activities.
- ☐ Secure a budget to implement planned partnership activities.
- ☐ Enlist schools to participate in the district's partnership initiative. Create a local FSCP Collaborative.
- ☐ Conduct professional development for district colleagues and initial team-training workshops for schools' FSCP teams.
- ☐ Facilitate the work of each school's FSCP team on a regular schedule to help school-based programs succeed.
- ☐ Establish procedures and select tools to evaluate the quality and results of the district's and schools' partnership programs.
- ☐ Celebrate end-of-year successes and help schools share best practices and solve challenges.
- ☐ Convene periodic meetings with leaders from other departments who work on various aspects of family and community involvement to share ideas and to discuss new and collegial directions.
- ☐ Disseminate information about the district's work and schools' progress on partnerships to families, educators throughout the district, the media, and the community.
- ☐ Outline strategies for sustaining the district's partnership program in the event of changes in leadership.