

CFEC Teacher Partner Expectations

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The primary purpose of the **CFEC Teacher/Teacher-Team** partnership is to facilitate the development, implementation, and evaluation of an evidence-informed family engagement plan for teacher-partners' classrooms using the *Getting to Outcomes*® (GTO) implementation science framework. The emphasis will be on:

- Strengthening existing family engagement classroom practices by ensuring that they have an evidence base and are culturally responsive;
- Building families' capacities to use engagement strategies that are most likely to help their children achieve priority academic and school climate mandates and goals;
- Enhancing the capacities of teachers to partner effectively with all families to support student achievement and development and;
- Enhancing teachers' abilities to use simple evaluation tools to engage in continuous improvement and document the effectiveness of their family engagement practices.

Each teacher-partner(s)' expected contributions include:

- Meeting monthly with their CFEC liaison during the 2020-21 and 2021-22 school years. (Teams will meet monthly with their liaison as a group) These meetings are expected to last up to an hour depending on need and will be scheduled at a time and location that is convenient for the teacher(s).
- Communicating with their Liaison as needed between meetings by phone, email, video conference, text or in person to obtain additional advice, information, and support.
- With the assistance of their CFEC liaison, creating a family engagement plan(s) for their classroom(s) (or adapting the existing plan(s)) to meet CFEC's criteria for approval.
- Devoting the level of time and effort needed to implement the family engagement activities called for in their plan(s) with quality, with ongoing support from their CFEC liaison.
- With the assistance of the CFEC liaison, using simple evaluation tools to collect data and analyze and report the results of their family engagement activities to the CFEC Project Director as called for in their plan(s).
- Sharing examples of their work (with full attribution) with CFEC for use on the CFEC website, social media, professional development sessions, etc.
- Participating as requested in any evaluations of the CFEC grant conducted by the U.S. Department of Education or the CFEC evaluation team.

Out of respect for the demanding nature of teachers' jobs, we have chosen not to require that participating teachers attend additional group professional development sessions or workshops and will only require that teachers participate in a one 2-hour virtual orientation on the fundamentals of family engagement. This will be scheduled early in the fall 2020. We want to allow you the maximum amount of time to engage your families. If you and other participating teachers express a desire to engage in additional group activities, however, CFEC is prepared to collaborate with you in creating such opportunities during the partnership period.

Qualifying for a CFEC Teacher-Partner stipend: Each participating teacher who completes creation, implementation, and evaluation of their family engagement plan in accordance with CFEC requirements before the end of the two-year partnership period (August 31, 2022) will receive a \$1,000 stipend in recognition of their time and contributions to family engagement in their school and community.

Stipend requirements are as follows:

- Participate in required online family engagement orientation session.
- Attend a minimum of 8 monthly meetings with their CFEC Liaison during each school year (2020-21 and 2021-22)
- With the assistance of the CFEC Liaison, complete a plan (or adapt an existing plan) for family engagement for the classroom that has been submitted to and approved by the CFEC Project Director. The plan must meet the following requirements:
 - It extends through the end of the 2022 school year.
 - It is aligned with the school/classroom's academic and/or school climate goals
 - It adequately addresses the following GTO questions:
 - What are the strengths and needs of my families?
 - What are the measurable goals and desired outcomes for family engagement in my classroom?
 - What activities will I implement in order to achieve my goal(s)/desired outcomes? Are they sufficiently evidence-based and culturally responsive? Do I have the capacity to implement them with quality?
 - Is my plan sufficiently detailed to guide implementation of activities?
 - How will I evaluate the quality of implementation and results?
 - How will I use my evaluation data to continuously improve my results over the life of the plan?
 - How will I sustain successful activities and practices over time?
- Sufficient evidence of plan implementation (this may include copies of invitations, sign-in sheets, photos, etc.).
- Submission of evaluation results as provided for in the teacher's plan to the CFEC Project Director before the end of the two-year partnership period (August 31, 2022).

If you are a teacher participating as a part of a team, please note the following:

- In order to receive a full \$1,000 stipend, a teacher on a teacher team must demonstrate that he/she has attended the required orientation session and the minimum number of monthly meetings and has created, implemented, and evaluated a plan and reported the evaluation results for the families of their assigned classroom/group of students to the CFEC Project Director. Team members can collaborate in creating their plans and implement joint activities so long as they demonstrate that they have fully implemented the plan for their own classroom/assigned families and report evaluation results specific to those families to the Project Director. Teams that together only implement family engagement activities with the families of one classroom/group of students will only qualify for one CFEC \$1,000 stipend for the team.

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