

Family Friendly Partner School Learning Cohort:

Memorandum of Agreement 2021- 2023

THIS AGREEMENT is made by and between the Prichard Committee for Academic Excellence, a Kentucky non-profit corporation, with its address at 271 West Short Street, Suite 202, Lexington, Kentucky 40507 and

Ballatin Co. Upper Elementary (enter school name) with address at
50 Paw Print Path Warsaw, Ky 41095 (enter school address). This MOA is effective the date it is signed and ends Oct. 1, 2023.

WHEREAS, the Prichard Committee is the recipient of a grant (PR/Award #U310A180004) from the United States Department of Education which is intended to support the Kentucky Statewide Family Engagement Center (the "KY Collaborative for Families and Schools") by providing training, technical assistance and services to families, community partners, schools and district administrators that support effective family and community engagement in schools.

WHEREAS, Ballatin Co. Upper Elementary (school name) will engage in activities to improve meaningful family engagement in their school and participate in annual survey collection each spring for three years (2021, 2022 and 2023). There is not a set number of family engagement activities or trainings required from the school, only a willingness to explore what family engagement services are available and work with one of the KY Collaborative for Families and Schools Partners (Berea Partners for Education, Learning Grove, National Center for Families Learning and/or Prichard Committee) to select program(s) that meet the capacity, interest and needs of the school. Specific expectations from The Prichard Committee and participating schools are listed here:

The Prichard Committee will:

- Connect school staff with KY Collaborative Partner organizations to identify programs and to implement in the school. Programs are chosen based on the interest, capacity and need of the school and the capacity of leading organization to provide that program in their school (See Appendix A for a list of example programs.)
- Ensure school staff coordinate with staff from the NYU Metro Center to collect and use survey data to improve family engagement practices in the school (See Appendix B for NYU Metro Center Consent form.)
- Facilitate quarterly learning cohort calls with all participating Family Friendly Partner Schools
- Provide on-going family engagement support, training and technical assistance as needed through one-on-one coaching calls, team meetings or resource sharing

Schools are expected to:

- Have all school staff, families, principal and a school board member or superintendent complete a 10-15 minute survey Spring 2021, 2022 and 2023. The response rate goal is 60% for school staff and families. The specific date for survey completion will be agreed upon by school staff and Prichard Committee to ensure the timing is convenient for schools. Surveys are available on any device or by hard copy if needed. Translation is available if needed.
- Participating school staff complete the "Family Friendly School Introduction Module" (a 1-hour online training offered live and archived with reflection activities) before December 2021.
- Identify one staff person for survey dissemination

- Identify one staff person to work with a KY Collaborative Partner organization and/or Prichard Committee staff to identify family engagement programs and training interests each year
- Identify at least one school staff person to participate in quarterly Partner School Learning Cohort calls (April, July, Nov, Feb). Specific dates to be decided by participating schools so the time and date are convenient to schools.
- We highly recommend, but do not require, each principal to identify at least one parent and one teacher to help co-lead this work. Teacher and parent co-leads will have the opportunity to participate in unique coaching and planning calls with other teacher and parent co-leads. We recommend providing a stipend for their time.

Districts are Expected to:

- Disseminate the 10-15 minute survey on family engagement to any district personnel, including the superintendent, school board members, and staff who engage with families or oversee family engagement, in spring 2021, 2022, and 2023.

School and District Signatures:

You can send in two separate MOAs with a Principal signature on one document and Superintendent signature on another document if this is easier. Once we receive both signatures, The Prichard Committee will sign and send you a copy for your records. Email completed MOA(s) to brooke.gill@prichardcommittee.org

Principal Signature: Amanda New Date: 9-15-2021

Name: Amanda New
Email: amanda.new@gallatin.kyschools.us

Superintendent Signature: Larry B Hammond Date: 9/15/2021
Name: LARRY B HAMMOND
Email: Larry.hammond@gallatin.kyschools

Primary School Contact if different from above:

Name: _____
Title: _____
Email: _____

Prichard Committee Signature:

Signature: _____ Date: _____
Brigitte Blom Ramsey, President/CEO, Prichard Committee for Academic Excellence
Brigitte.blomramsey@prichardcommittee.org

APPENDIX A:

Optional Family Engagement Opportunities to Support Meaningful Family Engagement *Offered by KY Collaborative for Families and Schools Partner Organizations and The Prichard Committee*

The list below serves as an example of various programs offered by KY Collaborative Partners and The Prichard Committee. These are optional and we will work to implement in your school if 1.) you are interested and have the capacity to support the activity, and 2.) the organization leading the program has the capacity to support this activity in your school/district. We will make every effort to ensure schools can participate in all programs of interest. There are no fees for these services.

For Schools:

- Family-Friendly School Certificate, going Live Fall 2021
- Quarterly Peer Learning Calls with Principals from other Family-Friendly Schools
- Assistance with establishing an effective parent advisory council (Spring 2022)
- Assistance with filling school parent leadership positions
- Trainings in home visits (Eastern Kentucky schools only)
- Support and resources during new Statewide Family Engagement Week (Nov. 2021)
- April Family Leadership in Education Summit
- Fall Groundswell Summit

For Educators:

- Online/in-person family engagement professional development
- Monthly Lunch and Learns
- Facilitated staff meetings to help teachers reflect on their family engagement practices
- Physical and/or Digital Book Distribution related to improving family engagement best practices
- Individual Certificates for completing Family and School Partnership Modules
- Peer learning opportunities
- April Family Leadership in Education Summit

For Families:

- Fall Parent Leadership Regional Basecamps
- Commonwealth Institute for Parent Leadership Fellowship: An 8-month leadership experience for families
- January Parent Leadership Retreat (3-day event)
- Navigo Coaching for student and families that supports middle and high schoolers in post-secondary education and career readiness (Northern Kentucky Schools only)
- Parent Café and Education Cafes
- Support and training for building a Parent Task Force (Eastern Kentucky Schools only)
- National Center for Families Learning Family Engagement support services (NCFL Schools only)
- Family Literacy Implementation Training and Support (NCFL Schools only)
- Physical and/or Digital Book Distribution related to improving family engagement best practices
- Peer Learning Opportunities
- April Family Leadership in Education Summit

APPENDIX B:

NYU Metro Center Invitation Letter for Survey Participation



Metropolitan Center for Research on Equity and the Transformation of Schools

February 8, 2021

Dear Principal,

Congratulations! Your school has been identified as a school delivering a high-impact family engagement program in the state of Kentucky. The Prichard Committee for Academic Excellence has contracted with the Metro Center at New York University to evaluate the Kentucky Statewide Family Engagement Center. As a school receiving services from a KY Collaborative partner (e.g. Prichard Committee, NCFL, PFE, or Learning Grove), we would like to gather some survey data to increase our understanding of how schools improve home/school partnerships. Dr. Joanna Geller and Dr. Danielle Perry at NYU Metro Center, who have conducted numerous studies on family engagement, are leading this work.

In order to understand the statewide impact of family engagement services in Kentucky, the research team would like to collect data from parents, teachers, and other school staff, beginning in early spring 2021. We will also collect survey data in spring 2022 and spring 2023. Participating in this study would require the following commitments:

- Designation of someone in your school who can work with the researcher on the dissemination of surveys
- Willingness for our team to collect annual survey data from parents and staff

We will document your school's family engagement practices via subgroup and descriptive analysis with other identified schools. We will also provide your school with an annual summary of key findings gathered from this data. Therefore, participating in this study will offer your school community the opportunity to further enhance your existing family engagement offerings, gain recognition for the work you are doing, and support other schools to improve.

Our research team will describe the study further to participants who agree to participate. Please keep in mind, all survey data is designed to be confidential. Participation in the research project is voluntary, and they will be able to withdraw at any point during the project.

The researchers will follow up this letter with more detailed information and look forward to learning from your school. Please let us know if you have any questions.

Best regards,

Joanna Geller, Ph.D.

Director of Policy, Research, and Evaluation, NYU Metro Center

Phone: 508-397-5265

Email: Joanna.geller@nyu.edu