



OHS Leadership Award for Effective Family Engagement

Essay Instructions

Tell your family engagement story by describing the implementation of a family engagement program goal, the role of leader(s), and how the continuous improvement process was used to determine the effect of implementation on outcomes. Applications will be scored on three criteria: the effectiveness of the strategies and goal implementation, successful leadership, and the assessment plan and outcomes. Thirty points (30) is the highest possible score. In the case of a tie, up to ten points will be added for the most innovative implementation of the PFCE framework.

Helpful Hints

- Limit the application to 1,000 words.
- Avoid using program and staff names in the narrative to facilitate a blind review process. For example, refer to program XX and use initials for staff names.
- Refer to relevant data that inform your efforts.
- Below are suggested guidelines or points under the three criteria that you might want to address in your essay. This is not an all-inclusive list; these are suggestions. *Every program will tell its family engagement story differently and every program has a different story to tell!*

I. Family Engagement and Goal Implementation

Identify the family engagement program goal and targeted outcomes for families and children. Discuss why and how the goal is being implemented:

- Describe your program and the target population.
- Describe why and how the family engagement goal was selected and how it is being implemented.
- Identify the strategies and actions of the program across systems and services that support the goal.
- Describe how the goal relates to school readiness.
- Identify staffing needs and professional development required for successful implementation. Discuss how strategies that support the goal build positive goal-directed, trusting relationships and partnerships with families.
- Verify that your program meets parent and family engagement requirements; describe how your use of the Parent, Family and Community Engagement (PFCE) framework in implementing your program goal is innovative.

II. Family Engagement and Leadership

Describe how leadership and staff leads do the following:

- Plan and implement the family engagement goal/strategies in an integrated and systemic way, across the organization.
- Engage staff, parents, and community partners in implementation and continuous improvement.
- Use data to inform their decision-making.
- Offer professional development to support the program goal.
- Ensure that strategies are culturally and linguistically responsive.
- Communicate to broaden staff and family understanding of the family engagement goal and targeted outcomes.

III. Family Engagement, Outcomes, and Continuous Improvement

Describe how your program assesses the impact of the family engagement strategies on achievement of the program goal and family and child outcomes.

- Describe changes that result for the program, staff and families.
- Collect, analyze, and use program data and information to inform family engagement plans.
- Discuss the program's process for evaluating family progress related to family engagement strategies.
- Describe program challenges during implementation and how the program adapts strategies to address the challenges.
- Based on what you have learned about your family engagement effort, discuss next steps.