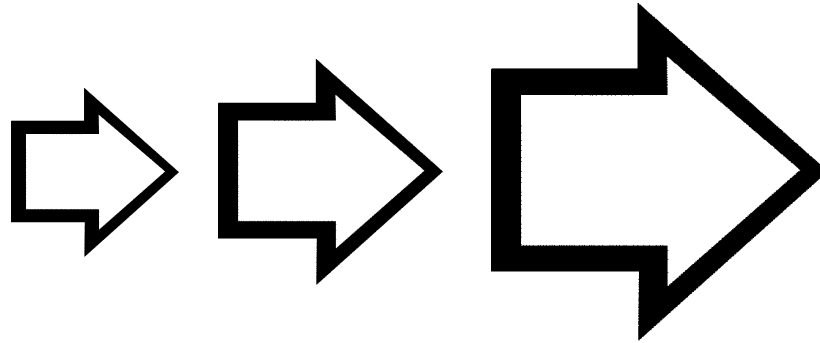


Expand School/Community Progress!



Organize Effective Use of Time.

These resources are provided through a collaboration a partnership of the
Chicago Public Schools Community Schools Initiative
and the Polk Bros. Foundation Center for Urban Education.
They are available online at <http://teacher.depaul.edu>.

Community Schools Expand Possibilities



The Resource Coordinator's Role:

	Daily	Weekly	Monthly	Quarterly
Check-in with school administration	✓			
Take attendance	✓			
Report attendance			✓	✓
Follow up on absent students	✓			
Meet with ILT			✓	
Meet with principal			✓	
Plan with teachers		✓		
Recruit parent volunteers		✓		
Meet with LSC, BAC, PAC			✓	
Provide parent workshops			✓	
Prepare newsletters			✓	
Organize after-school activities				✓
Set up for after-school activities	✓			
Set up a bulletin board to publicize the progress			✓	
Supervise students' clean-up of activity centers	✓			
Contact community organizations to organize collaborations			✓	
Organize special events			✓	
Prepare reports			✓	✓
Collect exemplary student work		✓		

Community Schools Expand Possibilities



The Resource Coordinator's Week

Responsibility	Daily	Once a Week	Hours
Check in with school			
Meet with teachers			
Organize after-school activities			
Supervise/facilitate after-school activities			
Coordinate with community agencies			
Contact parents			

Plus: Special Activities

Special project/event preparation: _____ hours

Assistance for School-Wide event: _____ hours

Quarter/Annual Reporting: _____ hours



Strengthening Communication, Collaboration, and Learning Progress

Action Examples

Collaboration

Standard 29—collaborative planning linking school day/extended day

example: focus on one grade level/department of the week to clarify extended learning—

outcomes: increased alignment of extended day and school day; increased collaboration/relationships teachers and RC

Time: 3 hours a week

Communication to Expand Learning at Home

Standards 20 and 28 –two-way communication—families/school

example: weekly BRIEF updates—students to families, RC to teachers/ILT, administration—on extended day activities, opportunities to expand learning at home

outcomes: Increased home learning; increased alignment with classroom activities/priorities;

Time: 5 hours a week (including collection and display/featuring of exemplary student learning samples)

Parent Involvement

Standard 19—systematic approach and structure for family and community engagement

example: parent leaders who support “networking”, daily “check-in” by parent leader

outcomes: leadership development and parent engagement;

Time: 1 hour a day

Expanding Support

Standard 21—relationships with community organization

example: collaborative planning and weekly updates—

outcomes: increased opportunities for out-of-school learning for families; increased collaboration

Time: 3 hours a week

What are your agency’s priorities?

How much time will RCs need to organize that progress?

Comprehensive Four Quarter Plan Example

	<i>1st quarter</i>	<i>2nd quarter</i>	<i>3rd quarter</i>	<i>4th quarter</i>
<p>Connected Curriculum: Classroom and Extended Day</p> <p>Learning Activities Support Social Emotional Development and Academic Progress</p>	<ul style="list-style-type: none"> • Arts—drama, visual arts • Technology/Media • PE Plus: dance/music/health • Science Careers • Opportunities to self-select books and activities. • Chess and other games of skill and strategy <p>Special Events:</p>	<ul style="list-style-type: none"> • Arts—drama, visual arts • Technology/Media • PE Plus: dance/music/health • Social Studies Careers • Reciprocal tutors • Art Exhibit • Young Authors • Students set and monitor learning goals. <p>Special Events:</p>	<ul style="list-style-type: none"> • Arts—drama, visual arts • Technology/Media • PE Plus: dance/music/health • Math Careers • Debates • Black History and Women’s History dramas and speeches <p>Special Events:</p>	<ul style="list-style-type: none"> • Arts—drama, visual arts • Technology/Media • PE Plus: dance/music/health • Communications Careers • Cinco de Mayo • Service Learning projects • Learning Yearbooks/Displays <p>Special Events: ➤ Graduation!</p>
<p>Family and Community Involvement</p>	<ul style="list-style-type: none"> > Open House > Workshops (ongoing) > Newsletters (ongoing) > Parent Literacy Corps > Parent Math Corps > High School preview for 5-8th grades > College Preview for 7th-12th grades 	<ul style="list-style-type: none"> > Family Art Fair > Parent computer network > Parent book club > Family Fridays > Parent Leadership Team > Community Resource Guide prepared by students and parents 	<ul style="list-style-type: none"> > Parent Field Trip > Health Forum/Fair > Technology expo > Community Improvement Project organized by upper grade/high school students and parents 	<ul style="list-style-type: none"> > High School Prep for 8th graders > College prep for high school juniors and seniors > Summer Learning Directories—organized by students and parents > Volunteer Recognition

Community Schools Expand Possibilities



Comprehensive Four-Quarter Planner

	<i>1st quarter</i>	<i>2nd quarter</i>	<i>3rd quarter</i>	<i>4th quarter</i>
<p>Connected Curriculum: Classroom and Extended Day</p> <p>Learning Activities Support Social Emotional Development and Academic Progress</p>				
<p>Family and Community Involvement</p>				



Project and Event Calendar: STUDENTS

October	
November	
December	
January	
February	
March	
April	
May-June	



Program and Event Calendar: PARENTS and FAMILIES

October	
November	
December	
January	
February	
March	
April	
May-June	