





# Region 5 PFCE 4.5 Institute Agenda

Day 1	Setting the Stage
10:00am - Noon	<b>Introductions and Welcome</b> <ul style="list-style-type: none"> <li>Participants, Facilitators, and Ohio Statewide Family Engagement Center at OSU</li> </ul> <b>Understanding Family Engagement in the context of the Five Year Project Period</b> <ul style="list-style-type: none"> <li>Head Start PFCE Framework Refresher</li> </ul> <p>Participants will build on previous conversations and knowledge about the Head Start PFCE Framework. The group will have an opportunity to review and discuss what is new in the updated version of the framework and how to apply it in programmatic application.</p>
Noon – 1:00pm	<b>Lunch Break</b>
1:00pm – 4:15pm (Break = 3:00-3:15pm)	<b>Understanding Family Engagement in the context of the Five Year Project Period</b> <ul style="list-style-type: none"> <li>“Exploring Foundations for Excellence” Small Group Activities</li> </ul> <p>In this session, participants will explore the second edition of the “Foundations for Excellence: A Guide for Five-Year Planning and Continuous Improvement” document. The group will become familiar with a range of planning topics to support completion of the grant application, but also how the five year project period connects with school readiness and family engagement.</p> <ul style="list-style-type: none"> <li>Making Connections from School Readiness to Family Engagement and Program Planning</li> </ul> <p>In this session, participants will discuss how to connect program planning, school readiness, the Head Start Parent, Family, and Community Engagement (PFCE) Framework, and the provision of family and community engagement program services within the five year project period. The group will have the opportunity to "tell their programmatic story" by exploring terms, definitions, strategies, newly developed tools, and data in service of linking each of these pieces in the planning process.</p> <ul style="list-style-type: none"> <li>Making Connections Small Group Activity</li> </ul>
4:15pm – 4:30pm	<b>Reflections, Wrap-Up, and Adjourn</b>



Day 2	Supporting Staff & Families: Data Assessment and Measurement
<b>9:00am – noon</b> (Break = 10:30-10:45am)	<ul style="list-style-type: none"> <li>Review of the Phases in the Goal-Setting Process</li> </ul> <p>In this session, participants will explore goal-setting with individual families and each of the six phases of the Family Partnership Process. The group will also unpack how your program can aggregate data from the Family Partnership Plans for continuous improvement and program planning.</p> <ul style="list-style-type: none"> <li>“Triage,” Family Well-Being, and Other Family Engagement Outcomes</li> </ul> <p>In this session, participants will use a time-tested triage tool to explore quantifiable ways to assess a family’s strengths and needs, and review progress toward goals and outcomes. The group will also use the tool in an exercise to track cross-family trends, in order to assess overarching service needs, as well as program-wide success in helping families make progress toward their goals.</p> <ul style="list-style-type: none"> <li>Scaled Family Assessment Small Group Activity</li> </ul>
<b>Noon – 1:00pm</b>	<b>Lunch Break</b>
<b>1:00pm – 3:00pm</b> (Break = 3:00-3:15pm)	<ul style="list-style-type: none"> <li>Measuring What Matters Overview: Importance of Qualitative and Quantitative Information</li> <li>The Four DATA Activity Overview               <ul style="list-style-type: none"> <li>In this session, participants will understand the ongoing process programs use to identify and prioritize program goals and see how multiple sources of information support this process.</li> </ul> </li> </ul>
<b>3:15pm – 4:15pm</b>	<ul style="list-style-type: none"> <li>Measuring the Data and Monitoring Trends to Support Staff               <ul style="list-style-type: none"> <li>In this session, participants will build on the previous exercise to explore efforts in tracking progress beside the children and families we serve. This is an ongoing process that ends with identifying and prioritizing program goals in service of the five-year project period, but begins with utilizing the rich data already available within our systems and services.</li> </ul> </li> <li>Aggregating and Analyzing Data across the Large Group: A Walk-About</li> </ul>
<b>4:15pm – 4:30pm</b>	<b>Reflections, Wrap-Up, and Adjourn</b>



Day 3	Supporting Staff & Families at the Program Level: Assessment and Measurement
<b>9:00am – 11:30am</b> (Break = 10:30-10:45am)	<p><b>Supporting Staff and Families at the Program Level continued...</b></p> <ul style="list-style-type: none"> <li>• Checking in on Management Systems: Two-way Communication, Tracking, Monitoring, and Reporting</li> <li>• Professional Development Systems and Relationship-Based Competencies (RBCs)               <ul style="list-style-type: none"> <li>• The Relationship-Based Competencies (RBCs) describe the knowledge, skills, and individual practices for professionals working with young children and their families in Head Start and Early Head Start, child care, or home visiting programs. Early childhood professionals working in these settings can use these competencies as a guide to engage and partner with families effectively. In this session, participants will use the RBCs as a frame to discuss their management systems and also have the opportunity to apply the knowledge, skills, and practices to multiple roles and services within their program.</li> </ul> </li> <li>• RBC Small Group Assessment Activity</li> </ul> <p><b>Continuous Program Improvement in Action</b></p> <ul style="list-style-type: none"> <li>• What now? Programmatic Action Planning: What will you do in the next 30 days?</li> </ul>
<b>11:30am – 12:00pm</b>	<p><b>Reflections, Wrap-Up, and Adjourn</b></p> <ul style="list-style-type: none"> <li>• Participants, Facilitators, and Ohio Statewide Family Engagement Center at OSU</li> </ul>