

FAMILY-SCHOOL PARTNERSHIP ACTIVITY REPORT 2009-10

PEN's purpose as Wyoming's State Parent Information Resource Center (PIRC) is to offer learning strategies to parents and technical assistance to schools and families to enhance parental engagement, which will ultimately increase student success.

The purpose of the Contract is to encourage collaboration between families and schools to support student learning by aligning Family-School Partnership Activities with the school goals and Wyoming State Content Standards for student learning.

Directions for Activity Report:

1. During the Family Activity: count attendance, use a sign-in sheet, collect evaluations and/or email addresses of attendees.
2. Fill out this form and submit **within 30 days of your activity**.
3. Attach documentation (sign-in sheet, evaluations and other brochures, advertising or handouts from the event). Remember, all advertising must include **"Sponsored in part by the Parent Education Network"**.
4. Return form and documentation to: Kelly Rogers, Parent Education Network, 800 Werner Ct, Suite 266, Casper, WY 82601
5. Any questions can be answered by calling 1-307-265-6884 or email krogers@wpen.net
6. Payment to the Family-School Partnership Team will be made after PEN receives your complete activity form and all activity documentation.

Information

Parent Contact Person:			
Home Phone:			
Home Mailing Address:			
Name of School:			
City:			
Principal:			
School team members that worked on this activity:			
Name of Activity:		Date:	
Description of Activity:			



Did you meet your goals?

Desired Outcomes:

Linked to learning:



How well did you do it?

What was the best thing about the activity?

How could you improve the activity?

Would you recommend this activity to others—why or why not?

Scale 1-5—1 lowest, 5 highest

Rate the usefulness of the activity	1	2	3	4	5
Rate the handouts provided to families	1	2	3	4	5
Rate the skills taught	1	2	3	4	5
Rate the success of the activity related to the desired outcome	1	2	3	4	5



Who came?

Total # attending _____

Breakdown of total:

Parents	Students
Teachers	Community
Minority	Other/Family



Documentation included

REQUIRED:

_____ Sign in sheet or 5 attendee email addresses

_____ Copy of advertising flyer

OPTIONAL:

_____ Sample of provided handouts

_____ Copy of news article

_____ Copy of newspaper advertisement

_____ Photos