

STEM

FAMILY ENGAGEMENT

SUPPORT



Family engagement best practices and STEM form a powerful combination for high-quality ELO programming that we hope afterschool sites adapt to their needs and abilities and integrate into their everyday practices. The grant options described are built on a STEM-based family engagement toolkit and workbook. Even if your program is not currently STEM-centered, it is easier than ever to accomplish successful STEM learning with the many free resources available including Mizzen by Mott lessons, Beyond School Bells curricula, and the IF/THEN Collection activity sheets.

STEM as a family engagement tool can break through barriers between programs and families with fun, hands-on activities and creates connections between students and STEM careers by empowering caregivers to support kids in ways they may not otherwise have felt equipped to do. The foundation for this entire project is the Professional Development piece and this is where every project should begin.

This document provides an overview of support Beyond School Bells offers for afterschool programs to intentionally and equitably deepen family engagement practices through STEM. There are four levels of support and an additional summer package option; all of which are drawn from best practices and current research that are designed to meet programs where they are.

Program Ingenuity

Beyond School Bells wants to support program site initiatives and ideas that reflect each program's unique capability and ingenuity. Funding may be used for other ideas not laid out in this support guide with prior approval – please share your thoughts and ideas with us!



FAMILY ENGAGEMENT SUPPORT TIERS

Tier 1: STEM + FE Professional Development

Amount: Up to \$1400 in reimbursable costs

Grant Length: One semester

Level: New programs or programs that have not historically had a high level of family engagement. This grant tier primarily focuses on family engagement (FE) + STEM professional development for site staff. The goal is for staff to read the provided materials and come together as a team to create/improve/sustain a strategy for successfully engaging families with the program through STEM.

Grant Requirements

Professional Development

- Staff become familiar with the **STEM Next Family Engagement planning workbook and toolkit** [1]
- Hold **staff meetings** to discuss toolkit and workbook (there should be a minimum of one staff meeting budgeted for this, but we recommend splitting the toolkit and workbook readings over 2 to 3 meetings)
- Grant dollars can be spent on **providing meals and paying staff at meetings**

Communication with Families

- Gather feedback from parents/caregivers at least once to assess the needs and wants of the community

Reporting

- Provide **narrative reports to BSB** at designated intervals

Additional

- Optional: Additional ideas
- Site-driven ideas if applicable (see Program Ingenuity Section)

Helpful Hint: Budgets should include funds allocated for meals during required staff meetings and can be used to cover wages at those meetings.

Sample Budget

Staff Development

- \$450 for food at meetings (\$25/person x 6 staff x 3 meetings)
- \$350 staff wages & benefits during meetings (\$16.50/hr x 1.18 x 6 people x 3 hr)
- \$250 STEM Materials for staff to learn (3 STEM Take Home Backpacks)

Outreach and Engagement

- \$350 Marketing Materials Staff develop strategies and communicate with families (posters about AS programming, handouts, fliers, pamphlets, local ads, etc.)

[1] Toolkit and workbook available on BSB website or send request to BSB staff.



FAMILY ENGAGEMENT SUPPORT TIERS

Tier 1A: Caregiver Communication + Family Event

Amount: Up to \$1700 reimbursable costs

Grant Length: One semester

Level: New programs or programs that have not historically had a high level of family engagement that have completed Tier 1 requirements. The primary focus of the Tier 1A grant is to put staff development from Tier 1 into practice with at least one STEM Family Engagement Event..

Grant Requirements

Professional Development

- Sites must have **completed Tier 1 Requirements** in previous semester

Family Engagement Events and Communication

- Hold at least one **STEM-based family engagement event** with meal provided that incorporates feedback received during previous quarter outreach
- **Gather feedback** from families after event on both the event and daily AS programming procedures

Reporting

- Provide **narrative reports to BSB** at designated intervals

Additional

- Optional: Additional ideas
- Site-driven ideas if applicable (see Program Ingenuity Section)

Helpful Hint: The Tier 1A grant encourages sites to create/strengthen a system of communication with their families and provides support for a STEM-based family engagement event.

Sample Budget

Staff Development

- \$120 staff wages & benefits to meet and review event feedback (\$16.50/hr x 1.18 x 6 people)
- \$80 for food at meeting (\$13/person x 6 people)

STEM FE Event

- \$720 for catered food (\$12/person x 60 individuals)
- \$120 staff wages & benefits during event (\$16.50/hr x 1.18 x 6 people)
- \$500 STEM Materials STEM materials for events (Need ideas for STEM activities? Ask BSB about IF/THEN, GoldieBlox, Mizzen, or Environmental options!)

Outreach and Engagement

- \$160 Marketing Materials, Family feedback materials, and incentives (surveys, handouts, raffles for submitting feedback)



FAMILY ENGAGEMENT SUPPORT TIERS

Tier 2: STEM FE Enrichment

Amount: Up to \$3500 reimbursable costs

Grant Length: 1 school year

Level: Programs that practice some level of family engagement but want to become more intentional and are ready to deepen practices.

This level includes professional development for staff, support for creating/strengthening communication with families, and support for family engagement events.

Grant Requirements

Professional Development

- Tier 1 professional development requirements must be completed in first quarter of school year

Communication with Families

- Develop or strengthen system for consistently collecting and implementing parent feedback, beginning with gathering feedback from parents/caregivers to learn about community needs and preferences for family events

Family Engagement Events

- For program sites that do not already hold family engagement events on a regular basis, two family engagement events must be held during the grant period
- Programs that already hold regularly scheduled family engagement events can either use the funds to hold *additional events* or use the funds to *enhance already held events*. For example, a STEM activity can be added to an already occurring family night or quality of food can be upgraded.
- Events must include **quality meals** for families and be locally sourced if possible
- Events must include **STEM activities** for families to do together
- **Parent/caregiver feedback** must be collected (and used for future planning) after each event

Reporting and Additional

- **Narrative reports** to BSB at designated intervals
- Optional: Additional ideas
- Optional: Site-driven ideas if applicable (see Program Ingenuity Section)

Helpful Hint: Tier 2 budgets should include allocations for staff sharing meals together during required quarter one professional development meetings (see Tier 1 for details about professional development).

Sample Budget

Staff Development

- \$450 for food at meetings (\$25/person x 6 staff x 3 meetings)
- \$350 staff wages & benefits during meetings (\$16.50/hr x 1.18 x 6 people x 3 hr)

STEM FE Event

- \$1,460 for catered food (\$12/person x 60 individuals x 2 events)
- \$250 staff wages & benefits during events (\$16.50/hr x 1.18 x 6 people x 2 events)
- \$550 STEM Materials STEM materials for event

Outreach and Engagement

- \$300 Marketing Materials (surveys, handouts/flyers for events)
- \$140 Feedback incentives (ex. raffle gift cards, STEM kits, student-made products, etc.)

FAMILY ENGAGEMENT SUPPORT TIERS

Tier 3: FE Professional Development and STEM Events & Innovation

Amount: Up to \$5,500 reimbursable costs

Grant Length: 1 school year

Level: Programs with a strong foundation of family engagement practices that are ready to deepen level of intention, incorporate current best practices and innovations, and serve as models for other sites. Tier 3 grants include STEM FE professional development, building/strengthening communications with families, increased support for events, and providing regular activities for families to do at home together (take-home STEM backpacks).

Grant Requirements

Professional Development

- Tier 1 professional development requirements to be completed in first quarter of school year
- Full implementation of **STEM Toolkit and Workbook**
- **Share** completed workbook with BSB and provide feedback on toolkit and workbook

Communication with Families

- Strengthen/expand system for **consistently collecting & implementing parent/caregiver feedback**

Family Engagement Events

- Minimum of **four STEM-based family engagement events** with meals provided per year. Sites that already hold family engagement events can use funds to supplement those and/or hold additional events (must hold at least four events per year) [3]
- Events must include **quality meals** for families, locally sourced if possible
- Events must include **STEM activities** for families to do together
- **Parent/caregiver feedback** must be collected (and used for future planning) after each event

Take-Home Backpacks

- Develop/administer system for **take-home STEM family backpack** activities and report back to BSB on their usage
- **Implement full set of additional ideas**
- **Narrative reports** to BSB at designated intervals
- Site-driven ideas if applicable (see Program Ingenuity Section)

Sample Budget

Staff Development

- \$450 for food at meetings (\$25/person x 6 staff x 3 meetings)
- \$350 staff wages & benefits during meetings (\$16.50/hr x 1.18 x 6 people x 3 hr)

STEM FE Event

- \$2,160 for catered food (\$12/person x 60 individuals x 3 events)
- \$350 staff wages & benefits during event (\$16.50/hr x 1.18 x 6 people x 3 events)
- \$550 STEM Materials for event

Outreach and Engagement

- \$300 Marketing Materials (surveys, handouts/flyers for events)
- \$140 Feedback incentives (ex. raffle gift cards, STEM kits, student-made products, etc.)-\$1,240 for 12 "Take-Home STEM Family Backpacks."
 - Must develop weekly/biweekly check out system for backpacks

[3] 21st CCLC sites are required to hold four family engagement events per school year and to have advisory boards composed of students, staff, parents, and community partners for input on all components of their program. CLC sites should talk to BSB Team about how to integrate requirements.

FAMILY ENGAGEMENT SUPPORT TIERS

Tier 3: FE Professional Development and STEM Events & Innovation (continued)

ADDITIONAL IDEAS

Additional ideas are required for Tier 3 support and are optional for Tiers 1 and 2. Tiers 1 and 2 may select options that fit with their site capabilities, goals, and practices.

- Development of **regular communications** to parents/caregivers
 - Ideas for communications include:
 - Give regular updates on student activities, clubs, and topics
 - Provide conversation starter questions based on program activities for caregivers/parents
 - Communications should be simple, easy to read, and translated if applicable
 - Develop strategies to **reach out to less engaged families** and consistently engage them
 - Staff are trained and consistently **encouraged to share students' positive accomplishments** with parents/caregivers via email, phone, in-person, and/or social media.
- Sites **collect and curate curricula** for at-home activities families can do together to include on program web site and to share in weekly or monthly communications. Can hold in-person or online curricula demonstrations. BSB newsletters provide one resource site staff can pull curricula from.
- Develop system for families to check out **take-home backpack kits** created through BSB and 4-H/Extension partnership



[3] 21st CCLC sites are required to hold four family engagement events per school year and to have advisory boards composed of students, staff, parents, and community partners for input on all components of their program. CLC sites should talk to BSB Team about how to integrate requirements.

SUMMER GRANTS

Amount: Up to \$1,500 reimbursable costs

Grant Length: 1 camp/club session and/or 1 event



Summer family engagement grants may be used for the following:

1. A community-wide end of summer afterschool program celebration that highlights the accomplishments of summer programs and looks ahead to fall programming. Elements of event include:

- Invite district and school leadership
- Invite families and reach out to diverse and hard-to-reach families (translation of materials where necessary)
- Take donation/potluck offerings from families to supplement provided main dish
- Showcase completed summer activities and upcoming fall programming
- Provide STEM activities for families to do together at event

2. Develop set of communication materials to share with caregivers as camp/club progresses. Communication element options may include:

- Development of printed, email, and social media communications to caregivers (distributed daily or 2-3 times per week) that give updates on daily activities, what students participated in, topics covered in program activities, and conversation-starter questions for caregivers to use to initiate conversations with students about program activities.

3. Add or enrich family engagement event as end of summer club/camp experience. Elements should include:

- Take donation/potluck offerings from families to supplement provided main dish and share their favorite foods
- Showcase camp/club accomplishments and upcoming afterschool programming
- Provide STEM activities for families to do together at event