

FACE PLAN 2019/2020

School Name: Coconut Creek High School

Contact Person: AP, TBA

Phone Number: 754-322-0350

Engagement Goal: The environment or culture in which engaging programs take place must consider and plan for: families to feel welcomed, valued, and respected by program staff; two-way communication and relationship building with families are adapted to meet changing family and community circumstances; opportunities are provided for family support and development through the family partnership process and through intentional parent/family peer groups within the program and community.						
Strategy (Specific action, including cultural proficiency connections as appropriate)	Date	What needs to be done for the activity? When does it need to be done?	Who is responsible?	What is our objective?	How will we measure our progress?	Identify artifacts to be uploaded
Review Customer Service expectations with staff.	Within the first 30 days	Print and complete Customer Service sheet during staff meeting.	Scott Fiske/Melissa Alford	Provide exceptional customer service to families and community stakeholders	Documented customer concerns	Meeting Agenda
Transition Fair for ESE Students/Families	September 2019	Host Transition fair for all ESE students comprised of community partners and service providers. Invite parents and students to learn of post HS options and those who offer them.	Tiffany Carrasco/Dimitri Joachim	Provide ongoing updated relevant resources to families and the community	Attendance and provider feedback	Photos Transition Fair; Flyers and sign-in sheets.

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21 st Century Showcase	Once per Semester	Students, Parents and Community members come together around a common theme (to be determined) spending time interacting and sharing thoughts, perspectives and experiences.	Carol Johnson-Coote	Share cultural experiences, community resources and student work with families	Attendance rosters	Sign-in sheets
Continue the "Catch Them Being Great" program recognizing individuals supporting a positive environment/culture in your school.	Monthly	<p>During a staff meeting, highlight a faculty and/or staff who have been "Caught Being Great". Have the individual(s) complete the form and share with peers the specific steps or actions taken to achieve the accolade/recognition.</p> <p>Example...</p> <p>Mr. Smith really knows how to make families feel welcome.</p> <p>Steps/actions Mr. Smith exhibits to help families feel welcome.</p> <ul style="list-style-type: none">• Warm genuine smile• Greets parents by name• Gives his fullest attention• Has open body language• Consistent communication about student's progress		Provide incentives to maintain a positive school environment		Upload the completed Catch them Being Great form and a list of staff who were "Caught Being Great".

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Share Social and Emotional Learning Competencies with families.	1st Semester	Distribute SEL competencies to families (https://casel.org/wp-content/uploads/2017/01/Competencies.pdf) and/or facilitate a workshop for families on modeling behaviors that promote SEL skills at home. Information can be found at https://www.browardprevention.org/instructional-strategies/social-emotional-learning/		Provide tiered support for Social Emotional Learning		Upload copy of sign-in sheets.
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