



UPK Family Partnership Plan

Complete	Action Step	UPK Goals	Action Items Responsible Person
	<p>COMPLETE THE READYROSIE UPK FAMILY PARTNERSHIP PLAN</p> <ul style="list-style-type: none"> • Return to alyssa.swiatek@jfs.ohio.gov • Sign up for ReadyRosie Office Hours for support. 	Complete by Sept, 29th	
	<p>GET ACCESS FOR YOUR UPK STAFF</p> <ul style="list-style-type: none"> • Add/update teacher and admin info for ReadyRosie by sending staff's first, last name, and email address for each new account needed via this form. Support is available, contact Alyssa.swiatek@jfs.ohio.gov with completed form or for additional assistance. 		
	<p>CREATE A PLAN TO INTRODUCE READYROSIE TO YOUR FAMILIES - SET CLEAR GOALS AND EXPECTATIONS</p> <ul style="list-style-type: none"> • What is your plan to introduce ReadyRosie to your families? See the Introducing Families Resource Folder in your ReadyRosie platform. • How will you partner with your families in setting and meeting ReadyRosie goals? 		
	<p>TRAINING FOR YOUR TEAM</p> <p>Register UPK staff for ReadyRosie training.</p> <p>ADMINISTRATORS:</p> <ul style="list-style-type: none"> • ReadyRosie NXT (REQUIRED) • ReadyRosie for Head Start (Optional) <p>TEACHER/FAMILY ADVOCATES</p> <ul style="list-style-type: none"> • "Just the Basics" (REQUIRED FOR NEW STAFF) • On-Demand Webinar Refresher (OPTIONAL) (English Spanish) 		
	<p>SET A DATE WHEN TEACHERS SHOULD HAVE ALL THEIR FAMILIES INVITED</p> <ul style="list-style-type: none"> • What is the date? • How will you communicate this to your UPK staff? 	All UPK families will be invited by Oct. 6 th	



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	<p>INTEGRATE READYROSIE INTO YOUR EXISTING FAMILY ENGAGEMENT STRATEGY</p> <ul style="list-style-type: none"> • How does ReadyRosie fit into your overall family engagement strategy? • What role with the Action Team for Partnership play in ReadyRosie? 		
	<p>SET A GOAL FOR YOUR TEACHERS TO USE CUSTOM PLAYLISTS.</p> <ul style="list-style-type: none"> • Develop a goal for your teachers around the sharing of custom Playlists. • How will you communicate this goal to them and follow-up throughout the year? • How will you celebrate your teacher's efforts/important milestones? 	<p>UPK families will receive at least one video/ customized playlist per week.</p>	
	<p>PLAN A FAMILY ENGAGEMENT EVENT THAT INVOLVES THE USE OF READYROSIE FAMILY WORKSHOPS, GIVE ME 10S, ETC. AT LEAST ONCE A QUARTER.</p> <ul style="list-style-type: none"> • When will you host your events this year? • How will you coordinate with the Action Team for Partnerships/incorporate ReadyRosie Family Workshops into your NNPS Action Plan? 		
	<p>INTRODUCING READYROSIE TO OTHER STAKEHOLDERS</p> <ul style="list-style-type: none"> • Who else in your program would benefit - specialists, family advocates, family engagement specialists etc.? 		
	<p>CELEBRATE ACCOMPLISHMENTS</p> <ul style="list-style-type: none"> • Celebrating your staff for meeting milestones/goals! • Celebrating families for meeting milestones/goals! 		
	<p>FOLLOWING-UP ON DATA</p> <ul style="list-style-type: none"> • Check your ReadyRosie data dashboard at least once a month. • Work with UPK Family Engagement Team to ensure all ReadyRosie goals are met! 		