**Guidelines for Expansion Schools Criteria**

School Population:

* PK-3 (Kellogg focus)
* Demographics

School Commitment

* Principal support for parent engagement efforts and this project and attends at least 5 project meetings per year as well as onsite Think Tank meetings.
* Identify key staff to participate in the regular gathering of the Think Tank (6-8 meetings a year) and to support specific strategies (i.e. promoting literacy at home).
* Commit to allow time for all staff training 1-2 times per year on grant related topic. 90% of all staff must participate in at least one Kellogg related event per year. This can be a training, meeting, conversation circle or parent engagement event or at a staff meeting.
* Bookkeeper will make purchases locally and submit receipts to the project lead for budget tracking. This would include refreshments, books and supplies travel costs or other intervention fund related expenditures.
* The PSS attends monthly PSS project meetings, assists with outreach and execution of parent events and tracks attendance in eCST for said events. Will also be asked to attend relevant professional development opportunities as applicable and may act as a mentor/model to other PSSs in the year 3 cohort. Any hours outside their regular work day would be compensated under the grant.
* Schools must include language on their CIP that shows their implementation of the Kellogg grant. Specifically, citing how they will deepen parent engagement and increase their capabilities and capacities through the work of the grant.
* Think Tank members will be asked to visit year 1 schools in the fall 2017 to learn about the model and see the project in action. This would include parents and staff.

Other Considerations

* Other resources/initiatives on campus
* Full-time PSS required
* Schools geographically close or in the same vertical team in proximity to:
	+ enable the gathering of participants from all sites for training, Parent Camps, conversation circles, etc.
	+ support Objective 2 to have veteran parent leaders mentor rising parent leaders.
* Experienced Principal

**Process for Identification of Expansion Schools**

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| --- | --- | --- | --- | --- |
| **CAMPUS**  | **Vertical Team** | **Total Students** | **Environmental Factors** | **Risk Factors** |
| Existing Partners/ Programs  | Geographical prox. to parent mentors (1 being the closest) | At Risk | Homeless | Eco Dis | LEP | Immigrant | SpeEd |