

# **EXHIBIT 7**



## Desegregation Administration

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Samuel E. Brown, Desegregation Director  
Norma Faras, Internal Compliance Coordinator

## MEMORANDUM

DATE: May 3, 2013

TO: Samuel E. Brown, Desegregation Director

FROM: Nonie Faras, Desegregation Coordinator  
Teresa Guerrero, Title I Family Engagement Program Manager

SUBJ: Family Engagement – Initial Stages

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On April 25, 2013, the Special Master submitted his “USP 2013-14 Budget: Recommendations of the Special Master.” The report included concerns with the proposed budget and his recommendations. One budget concern of the Special Master is funding for the District Family Centers:

*“A major concern is the adequacy of funding for Family Centers. The budget calls for expenditures of \$1,855,669, with \$769,528 coming from desegregation funds. These are significant amounts. But without an understanding of how this compares with past expenditures, it is difficult to judge the adequacy of this amount for the expanded role the USP asks of the Centers. On the other hand, the District’s timeline upon which the parties agreed for developing a comprehensive plan for Family Center(s) is months off. The District should describe how it will begin to implement the plan for the Family Centers during the coming year in the likely event that the Family Center plan will include new initiatives that replace or build on current Family Center-related activities. Such a description should be provided to the Plaintiffs and the Special Master before the budget is finally approved by the Governing Board.”*

### **Overview**

USP Project 8 – Family Engagement is charged with developing and implementing Section VII. Family and Community Engagement of the Unitary Status Plan. During the past eight weeks, the Project 8 team had developed a Project Charter, a Project Budget, and is currently working to develop the Project Plan. One part of the development of the Project Plan is to perform a Needs Assessment. The team is working with other USP Projects to complete a needs assessment to determine the resources and services for families.

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Historically, TUSD funded District Family Centers through Title I. The Family Centers assisted schools in ensuring students had access to “*social services*” that would encourage school attendance and promote student learning. Approximately four years ago, these centers were dissolved to reorganize parent services through a more direct school focused model.

Currently, the District offers families services through the TUSD School Community Services. This office assists families in school choice options, increasing parent awareness of school and community programs, services expediting student placement in appropriate programs, and assisting schools and parents.

The District also offices families services through the TUSD Family and Community Outreach Office. This office provides services for Homeless, Delinquent, and Neglected Youth and Their Families. The department coordinates District services and collaborates with community agencies to better serve students needing support services. The District expends \$143,000 in desegregation funds to provide these services through these departments annually.

During SY2012-2013, the Title I Program provided family engagement programs and services. The Title I Family Support Program currently works with more than 70 schools directly promoting family engagement through school designated personnel, professional development, and central services located at the following school sites: Cavett, Mission View, Grijalva and Lawrence. At these four sites, adult learning classes are offered to families. Title I also supports monthly training for school personnel focusing on best practices for family engagement. Monthly parent led discussions on academic topics to support student success are also offered. Annually, an academic conference for families brings knowledge and understanding to participants promoting attendance and student academic success. A quarterly parent publication, written by parents, is distributed to inform them of services and successes within the Title I community of schools. Through Home Instruction for Parent of Preschool Youngsters, a home-based, school readiness model, families learn how to engage in their young children’s learning early on in their academic career. Title I Family Support also provides workshops, on a monthly basis, to schools ranging in topics from homework help to positive parenting techniques. Title I expends \$876,627 to provide these services annually.

In SY2013-2014, desegregation funds of \$769,528 will expand parent access to information, knowledge, and student opportunities of TUSD programs and services through the District Family Centers. Through this new model of District Family Centers, the Family Engagement Coordinator will work collaboratively alongside other Unitary Status Plan (USP) projects, district departments, and schools to realize the goal of contributing to student success as identified in the USP.

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### **District Family Centers Initial Stages**

Four sites have been identified for possible District Family Centers. TUSD currently offers services and provides information to families through the TUSD School Community Services Office, located at 1010 E. 10<sup>th</sup> Street, Building B, and the TUSD Family and Community Outreach office, located at the former Duffy Elementary School. Two additional sites were chosen based on location and the student population that most represents the plaintiff groups. Sites for consideration are Pueblo Magnet High School (89.7% Latino) and Palo Verde Magnet High School (13.6% African American).

USP Project 8 is currently in discussion with school administration about space availability at each school site and plans to acquire computers and office furniture from closing schools, or purchase these items if necessary.

The following positions have been identified to support Section VII of the USP and are currently being recruited. Two new Community Representative positions to operation the Family Centers at Pueblo and Palo Verde and community outreach. A Technical Writer position to develop informational guides for parents. A Translator to translate developed materials. Current staff at the two existing District offices will support Section VII of the USP.

The Family Engagement Coordinator will collaborate with district departments, including the Communications Department, to make information known and available to parents at the District Family Centers and online.

By October 1, 2013, the District plans to operate District Family Centers at Palo Verde Magnet High School, Pueblo Magnet High School, and TUSD School Community Services.