

RESOURCE

# Planning Your Launch

## Questions to Consider



### Goal Setting & Strategic Alignment

- Which of your core values lend themselves to Parent Teacher Home Visits?
- What is your school/division vision?
- How can home visits potentially help realize your vision?
- What schools/division strategic initiatives align with Parent Teacher Home Visits?
- What do you hope to accomplish with PTHVs?
- What are your specific PTHV goals?
- What are assets in your school/division/community that can be leveraged to achieve your PTHV goals?

### Data Collection and Evaluation

- What information management systems exist that have the functionality to document/track home visits?
- If entering information into the SIS is not feasible, how will data be collected and centrally stored for division-level use?
- What division staff are responsible for district-level data collection and program evaluation? What role will they play?
- What are the reporting requirements for funding sources?
- How do you intend to use the data that you collect?
- What types of data will you collect? How will these be collected?
- How will these procedures and processes be communicated to school-level staff?

### Roles and Responsibilities

- Who in your school/division has the skillset and time to oversee implementation?
- Do you need to offer staff responsible for oversight a stipend for these additional duties? What funds will be used?
- What additional training or support do these staff need to effectively manage your school/division's PTHV practice?

### Home Visitor Support – Other Considerations

- What processes and procedures are in place to ensure timely compensation to educators completing home visits?
- Who do you go to for site and/or division-level translation services?
- Who will serve as your union contact for this initiative? What role will they serve in support of the home visits?
- How will support be provided to schools as they develop their own internal procedures and processes?
- How will you clearly communicate all expectations, procedures, and processes to participating staff?

### Educator Recruitment

- What are your goals? Who and how many should participate in training?
- Who are potential allies – leaders, educators, parents, community members – in this work?
- What other goals can recruitment help support? Where is there alignment? What asset can be leveraged?
- What is your plan to reach these goals?