

Project Plan

Goal Area – Replication Grant Activity/Family Engagement

Assigned to [REDACTED]

Project Objective Statement:

To create and promote a literacy resource that OIMS Families have access to for reading materials.

DCIP/SCEP Goal Plans:

Project Timeline: Completed by November 21, 2014

Next Steps

- Contact [REDACTED] about having his students create bookshelves
 - Have [REDACTED] approve plan for book shelves
 - Get committee together to start working on the following
 - Create sign-out system
 - Create procedures for return of books
 - Create tracking system for books out
 - Create promotion of program
 - Order books
 - Order bags—contact [REDACTED] or info on possible community funding source
 - Divide books up according to levels
 - Collect other materials that committee suggested—menus, information about area resources, events and attractions, college brochures, student writings about jobs and careers
 - Place books in bags
 - List of books in each bag—two sets—one for records and one for the bag
 - Family feedback opportunity—postcard in each bag?
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