

Hayward High School Youth and Family Engagement Project

Implementation Timeline

(January 2012 – October 2012)

DRAFT Updated 1/22/12

Task	Dates	Lead	Others	Notes:
Hire Youth Manager	November 2011	Maricela	TVHC, C. Londono	Hired on Nov. 7 th and will split time between Tennyson Health Center and HHS
Identify additional Parent Leader	By January 7, 2012	Maricela/Mario	Mr. Bullis, Arlene	Identified Laura Guzman from Cherryland
Identify Monthly meetings with HHS Administration	By January 17, 2012	Maricela/Mario	Mr. Bullis, Mr. Seymour	Will occur on the 4 th Monday at 3pm.
Identify Youth Leaders	By January 27, 2012	Mario and Health Educator	Health and Leadership teachers, School Clubs; Counselors	Work with Student Leaders and Clubs at HHS (AVID, Puente, GSA, Polynesian Club, Black Student Union, Mecha, Marketing) -- <i>Alma Martinez</i> Outreach at Health Fair
Identify collaborative opportunities for school wide health promotion events	January 30, 2012	Mario	Mr. Bullis, Mr. Seymour	Attend HHS Health Fair on Feb. 1, 2012 <i>HHS YIP - table</i>
Attend COST Meetings	January 30, 2012	Mario and Maricela	Mr. Bullis, Mr. Seymour	Plan to Attend all future COST meetings.
Meet HHS Staff	February 7, 2012	Mario, Maricela, Parent Coordinators	Mr. Seymour	Attend HHS Staff Meeting
Hire Health Educator	February 17, 2012	Mario, Maricela	Mr. Bullis, TVHC	Job Description Developed, Reviewed by HHS Administration. <i>in progress</i>
Identify Parent Leaders	February 20, 2012	Parent Coordinators, M. Gutierrez, M. Balcita	Mr. Bullis & Arlene	Begin trainings on surveys data collection and community organizing. Review existing surveys and make any adjustments. Identify parent meetings to outreach to parents for focus groups. (SSC, Athletic Boosters) <i>Soul Food</i>
Begin Youth Meetings	February 20, 2012	Mario Balcita and Health Educator	Mr. Bullis, Mr. Seymour	Meetings to coincide with regular HHS YPIP at a youth friendly time or directly after school. Begin trainings for youth on surveys data collection, community organizing, and youth leadership. Review existing surveys and make any adjustments.

Nizeth
Parents
Tues.
9-11 AM
(25 parents)

Outreach to Parent	February 23, 2012	Mario, Parent Coordinators/Leaders		Attend Soul Food Night
Conduct Focus Groups with Youth	March 9 th , 16 th and 23 rd , 2012	Mario Balcita, Health Educator, and Youth Leaders		Mario and Maricela to attend research Based Youth Project training on 2/10/12
Conduct Focus Groups with Parents	March 2012	Parent Coordinators, Health Educator		
Youth Survey	March-April 2012	Mario Balcita and Health Educator		
Parent Survey (English and Spanish)	March-April 2012	Parent Coordinators, Health Educator		
School Staff Survey	March-April 2012	Mario Balcita, Health Educator, and Parent Coordinators		
Community Leaders Survey	April 2012	Mario Balcita , Parent Coordinators and Health Educator		
Compile Survey Results & Report	April –May 2012			
Present Survey Results	June 2012	TVHC Team		Present findings at HHS YPIP Meeting. Invite the local media, respective officials.
Develop a resource Map for Students	June –September 2012	Mario, Health Educator, Maricela	Youth Leaders and Parent Leader, Mr. Bullis, Mr. Seymour	Create hard copy and to be posted on HHS website