

Family-Led Policymaking Checklist

The following checklist is designed to support families to develop policies that will help make their vision of educational equity a reality. Families are critical stakeholders within our education system and must be seen as architects, rather than objects, of policy and be trusted to develop the solutions to our most pressing challenges in education.

Families are their child’s number one teacher and advocate and are powerful change agents who can lead the movement for educational equity.

Identify the problem, causes and potential solution

- 1. What is an issue you/your child/your children are facing in school or in the school system that is impacting their academic achievement, sense of belonging and safety at school, or opportunities to achieve their dreams?

- 2. What is the root cause of this issue/challenge?

- 3. What do you think is the solution? Do you know how much it would cost to implement it? How will you know if the policy is a success?

- 4. Does a policy already exist to solve this issue/challenge? If so, what needs to be improved or changed?

- 5. List the leading indicators of progress toward the policy goals:

WHAT WILL YOU MEASURE?	WHEN WILL IT HAPPEN?	HOW WILL YOU KNOW?
<i>(e.g., results from teacher feedback survey, teacher focus groups, and community feedback survey)</i>	<i>(e.g., by next school year)</i>	<i>(e.g., more teachers and parents support the policy)</i>

6. Who are the leaders (list no more than five) with power to influence these issues (i.e., state representative, district superintendent, board of education, mayor, city council, principal, teacher, philanthropist)?
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Have you met with them? Yes No

Are they supportive of your solution? Yes No

Policy campaign

7. Do you have long- and short-term goals for this campaign? Yes No

Do you know who are allies and opponents? Yes No

Do you have a communications strategy? Yes No

How will you organize other supporters? _____

Do you have a budget and funding to support this campaign? Yes No

8. Have you identified a policymaker to sponsor and champion this new policy? Yes No

9. Have you identified every step of the potential legislative/administrative process? Yes No

Do you have advocacy strategies for every step? Yes No

Do you have contingency strategies? Yes No

Policy campaign wrap-up

10. If you win, how will you engage with policymakers and key implementers to ensure the new policy meets your needs and expectations?
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11. If you lose, how will you capture what you learned? How will you reinvigorate people's spirits to keep the work moving forward?
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Resources

- [Planning to Win: The Just Enough Guide for Campaigners](#)
- [DC Office of the Student Advocate, Parent Empowerment Toolkit: Tools for Effective Advocacy](#)
- [National PTA, Family Resources](#)

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