5 Steps To Start an IDRA Education CAFE

1. Contact IDRA to get a start-up packet.
   Any parent, school official or interested person can take the first steps toward organizing an Education CAFE.

2. Identify individuals interested in forming an Education CAFE.
   This group should include families with children in public schools at any grade level. Set a time and place for a planning meeting.

3. Hold a planning meeting.
   Form a planning committee from among the attendees at the meeting. Select a temporary chairperson and secretary (until the tasks are volunteered for at the next meeting).

4. Hold an organizational meeting.
   - Explain the purpose of the meeting and policies and purposes of Education CAFE.
   - Have participants share individually what their hopes and dreams are for the education of all children in your community.
   - Create a name for the working group.
   - Set up a meeting calendar, including time and place (The place doesn't have to be at a school. It can be at a community center or other central location.)
   - Create a list of volunteers for individual tasks, including who will set the agenda for the next meeting; who will conduct the meeting; and what the outreach and invitation goals for each person are between now and the next meeting.

5. Contact IDRA for follow-up assistance.
   It's time to build relationships in your school community and see what issues your members are concerned about by exploring school data. Then you can identify your Education CAFE's project to focus on.

Learn more about IDRA's Education CAFE model: http://budurl.com/IDRAedCAFE

The Intercultural Development Research Association is an independent, non-profit organization. Our mission is to achieve equal educational opportunity for every child through strong public schools that prepare all students to access and succeed in college.

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IDRA's Texas Education CAFE Network is made possible with support from the W.K. Kellogg Foundation.
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