

THIS SECTION  
30 min  
TOTAL TIME  
50 min

## Parent Survey

1. Pass out Parent Surveys. Explain that the survey is anonymous and the purpose is to help us evaluate the program. It's not a test!
2. Go over instructions on how to complete the form.
3. Read and explain each statement.
4. Allow a few minutes for parents to fill in each answer.
5. Give completed surveys to the Program Director.

THIS SECTION  
5 min  
TOTAL TIME  
55 min

## Overview of Program

Display **slide #2**: "Overview of Program." Give a quick overview of the program—seven classes designed to give parents a *plan for helping their child be academically successful* right now and go on to higher education. These will be followed by an opportunity to engage in a Principal's Forum, as well as a Graduation ceremony where certificates will be awarded for course completion.

Overview of Program
Class 1 - YOU make the difference!
Class 2 - How to be a partner with your child's school.
Class 3 - Academic requirements your child must meet.
Class 4 - Communication and discipline.
Class 5 - Self-esteem and motivation.
Class 6 - Reading and responsibility.
Class 7 - How to make an Academic Success Plan.
Principal's Forum
Graduation

Class 1. YOU make the difference!

Class 2. How to be a partner with your child's school.

Class 3. Academic requirements your child must meet.

Class 4. Communication and discipline.

Class 5. Self-esteem and motivation.

Class 6. Reading and responsibility.

Class 7. How to make an Academic Success Plan.

Principal's Forum

Graduation ceremony

## Explain class procedures & rules

- Starting and ending times
- Lesson Books. Tell parents: These are your "textbooks." They contain all the material covered in the Realizing the American Dream classes.
- Academic Success Plan (beginning with Class 2)
- Supplementary materials
- To-do list for the coming week—a list of actions for parents to complete. They are designed to reinforce what was covered in the lessons.

4. **Explain to parents** that they are to match each term in the left column with its definition by writing the letter of the definition next to the term. (For example: Next to “Core Classes” they would write the letter “g.”)
5. **Allow a few minutes for partners to discuss** and complete their worksheets.
6. **Call on volunteers** to supply the answers. Discuss and clarify as needed. (The facilitator’s copy at the end of this guide has answers filled in.)

**Communication is a two-way street** (Class 4 Lesson Book, pages 7 and 8)

Tell parents, “Last week we talked about how communication is a two-way street.” Then ask:

- ♦ What does that mean? (*talking & listening*)
- ♦ What should you do if your child wants to talk to you, but you are too busy to listen? (*make an appointment*)
- ♦ What should you say if your child says, “I hate my sister!”? (*Talk about the cause. Acknowledge feelings: “I see why you’re angry.”*)
- ♦ When is a good time to practice communicating with your child? (*quiet moments together, during meals, at bedtime*)

**Firm, fair and consistent discipline** (Class 4 Lesson Book, pages 9 and 10)

Ask parents, “What does it mean when we say that for discipline to be effective, it should be firm, fair and consistent?”

Ask for examples of natural and logical consequences.

**To-do list from Class 4**

- Ask parents if they had an opportunity to practice “active listening.” How did it go? Discuss.
- Ask if anyone made changes to their house rules.

**Success Ladder**

Display **slide # 3**: “The Success Ladder”  
(Class 5 Lesson Book, page 1)

Read and review each step or call on parents to read each step.



## Principal's Forum Goal

To help parents get to know the school principal and learn more about the school. To show parents that the principal is accessible and committed to their children's academic success.

THIS SECTION  
10 min  
TOTAL TIME  
10 min

## Welcome and overview of the forum

1. Welcome parents and the principal to the forum.
2. Distribute the Principal's Forum agenda.
3. Review the procedure outlined below for the Principal's Forum with all participants:
  - The principal will make opening remarks.
  - The principal will respond to the list of questions submitted by parents.
  - Parents should refrain from asking questions until the principal asks for additional questions. Encourage parents to write down any additional questions they have, so they don't forget them.
  - The principal will open the floor for additional questions. Parents are encouraged to ask questions pertaining to topics discussed.
  - When parents have questions, they should raise their hands.
  - Remind parents that this is a group meeting, so if they wish to discuss a personal issue, they should call the school to make an appointment.
4. Introduce the principal.

THIS SECTION  
5 min  
TOTAL TIME  
15 min

## Opening remarks from principal

While the principal is speaking, model good listening skills by paying attention and taking notes.

THIS SECTION  
15 min  
TOTAL TIME  
30 min

## Responses to submitted questions from principal

Remind any parents with raised hands that they will have an opportunity to ask questions during the next segment of the forum.