The Parent PROJECT®

THE IMPLEMENTATION GUIDE FOR THE ALABAMA PARENT PROJECT PROGRAM

ALABAMA DEPARTMENT OF EDUCATION

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ACKNOWLEDGEMENTS

Special thanks are extended to the Baldwin County School System, Selma City School System, Alabama State University Internship Program, and the National Parent Project® for contributions and in-kind support as The Implementation Guide for the Alabama Parent Project Program was developed. The saying, "It takes a village to raise a child," exemplifies the value of caring adults focused on a common goal of facilitating opportunities for students as they become successful college and/or career prepared citizens.

RATIONALE

The Alabama Department of Education (ADE) in collaboration with the Juvenile Judicial System and the National Parent Project® is facilitating a statewide training program as a wraparound support for parents to reduce dropouts, discipline referrals, and teen suicides and to empower the parental position. The intent of this document, The Implementation Guide for the Alabama Parent Project Program, is to provide initial parameters and tools for effective implementation and evaluation of a nationally recognized program that will address many needs of our parents, students, and community.

At this time, Alabama has identified 298 trained facilitators representing each of the Alabama Regional In-service Centers (ARIC) to serve the Local Education Agency's (LEAs) and/or juvenile justice and/or community partners as a collaborative effort. The (ADE) is suggesting that facilitators contact the LEA within respective ARIC and provide contact information. The LEA person appointed as LEA parent project coordinator is requested to contact the juvenile judge/interested community partners and to orchestrate the initial meeting to jump start a local juvenile justice diversion program or a volunteer parental support program. A pre and post assessment is required, and the ADE recommends that the Graduation Tracking System be utilized to ascertain pre and post information of the student behavior whose parents are attending the class. The Graduation Tracking System can be found on the ADE website. Click on Sections, Prevention and Support Services, Graduation Tracking System.

Additional program implementation templates may be found as a section in the Parent Project® manual that is purchased. Only certified person who attended a five-day training are identified as parent project facilitators.

This document, The Implementation Guide for the Alabama Parent Project Program, will also be available on the ADE Web site at www.alsde.edu. Click on Sections, Prevention and Support Services, Alabama Parent Project Program. For additional information, please contact Dr. Kay Atchison Warfield at 334-242-8165 or kaw@alsde.edu.

PARENT PROJECT PROGRAM OVERVIEW

The **Parent Project®** was created for parents with difficult or out-of-control adolescent children. Parents learn and practice specific prevention and intervention strategies for destructive behaviors such as truancy, alcohol and other drug use, gangs, practice of the occult, running away, violence and suicide. Parents facing these crises constantly say to officers, "Just tell me what I should do." In **Parent Project®** classes, parents receive specific, step by step plans for intervening in these and other destructive behaviors.

Parents are referred to the classes by officers in the field, juvenile detectives, diversion programs, the juvenile probation department, school officials and/or the court system. Training opportunities for parents to volunteer as participants may be available based on requests.

Depending on the family's specific need, the **Parent Project®** can last 10 to 16 weeks.

Part I is called, "Laying the Foundation for Change," and consists of six activity-based instructional units. Typically, each unit is delivered as a weekly three hour session. Parents learn identification, prevention and intervention techniques for the most destructive adolescent behaviors and criminal activity (gangs, violence, etc.).

Part II is called "Changing Behavior and Rebuilding Family Relationships," consisting of 10 topic-focused parent support group sessions. Each session is designed to provide parents practical and emotional support as they continue the process of change in their home. These two-hour sessions also include an activity-based parenting skills component.

For many parents, but especially single parents, emotional and practical support is not available to them at home. Using a highly structured, self-help support group model, the **Parent Project®** offers a vehicle for the establishment of ongoing self-help parent support groups throughout the community.

For agencies that want to work with the entire family, there is a teen component as well. "Choosing Success ... Choosing Life" focuses on the choices children make and helps teens explore positive alternatives to destructive behaviors.

MOST FREQUENTLY ASKED QUESTIONS

Why The Parent Project®?

- Thirteen years in development, the *Parent Project*® is the only course of its kind, providing activity based instruction, support groups, and curriculum addressing the most destructive of adolescent behaviors.

- Over 100,000 families have attended *Parent Project*® classes nationwide.

- The *Parent Project*® is the largest court-mandated diversion program in Los Angeles and San Bernardino Counties, and has been adopted for statewide use in Idaho. The Office of Juvenile Justice and Delinquency Prevention (OJJDP) recently commissioned the American Bar Association's Center on Children and the Law to investigate programs currently referred to by juvenile courts nationally for parents who are court-mandated to attend parenting classes. This report identified the Parent Project® as the only program operating in multiple states; the only program with a published, structured, curriculum addressing the most destructive adolescent behaviors; and the only program with a formal training process.

  (The Center's complete published report (August, 2001) is entitled "Parental Involvement Practices of Juvenile Courts, Report to the Office of Juvenile Justice and Delinquency Prevention, United States Department of Justice" and is available through the American Bar Association, Center on Children and the Law, 740 15th Street, NW, Washington, DC 20005, (202) 662-1720.)

- With a proven track record, the *Parent Project*® reduced juvenile crime by 1/3, while significantly increasing both school attendance and performance.

What is it?

- A 10 to 16 week parent training program designed specifically for parents of strong-willed or out-of-control adolescent children.

- The curriculum teaches concrete prevention, identification, and intervention strategies for the *most* destructive of adolescent behaviors (poor school attendance and performance, alcohol and other drug use, gangs, runaways, and violent teens).

How does it work?

- Parents meet one night per week, two to three hours per night, for 10 to 16 weeks.
- Parents attend and learn in a classroom model to manage teen behavior problems at home.
- Parents receive and work within an activity based 216 page curriculum *"**A Parent's Guide to Changing Destructive Adolescent Behavior**,"* **available *only* to program participants**.
- Parent support groups are formed using the UCLA self-help support group model.

Who teaches the program?

- Over 3,000 trained facilitators in over 30 states across the U.S. have successfully completed the forty-hour *Parent Project*® facilitator training.
- Alabama has over 400 trained facilitators with 180 actively involved and located in all eleven in-service regions.

Why The Parent Project® Works

The overwhelming majority of parents deeply love and care about their children. Unfortunately, for many high risk families, repeated frustrations and failures combined with the daily stresses of life often lead to feelings of helplessness.

***The Parent Project*®** is an entirely new parent training model. It not only delivers new skills and insights, it rekindles hope. Parents attending **Parent Project®** classes have the opportunity to experience success at home within the first week. A strong collaborative partnership among participants enhances continued support after the completion of the program.

***The Parent Project*®** was developed over a ten year period while working with thousands of high-risk families. It is designed to revive parent's desire, teach the skills and provide the practical and emotional support they need to change destructive adolescent behavior. It directly addresses some of the most serious questions we are asked again and again:

- My child refuses to go to school. How should I respond?
- What can I do when my child beats me up?
- How can I stop my son's gang involvement?
- My fourteen-year-old is addicted to crack and prostituting to support her habit. How can I get her back?

The ***Parent Project®*** offers concrete, no-nonsense solutions. The straightforward, step-by-step action plans presented in the curriculum allow parents to take immediate steps toward preventing or intervening in their children's negative choices.

. . . parents have the influence and power to help their children . . . The Parent Project® shows them the way.

Parent Project Weekly Activity-based Instructional Units

*Part I: "Laying the Foundation for Change," consisting of six (6) activity-based instructional units.

Week One, Unit One…….Understanding our Children ……
Strong-Willed vs. Compliant Children
Love and Affection
Working in Groups
Influence vs. Control
Influencing and Motivating Children

Week Two, Unit Two……Addressing Problematic Behavior……..
Expectations and Feelings
Dealing with Emotional Behavior
Preparing to Address Problematic Behavior
Threats of Running Away and Suicide

Week Three, Unit Three……....A Parent's Formula for Success…….
Active Supervision
Today's Media and Technology
Creating Structure
Using Structure and Active Supervision
Improving School Performance
Developing Homework Behavior

Week Four, Unit Four……Adolescent Drug Use…….
What's Out There
Recognizing Alcohol and Other Drugs Use
Drug-Use Intervention Techniques
Six-Step Action Plan
Finding Help

Week Five, Unit Five……The Out-of-Control Child……
Our Children's Choice of Friends
Preventing Gang Involvement
Recognizing Gang/Occult Involvement
Out-of-Control Children

Week Six, Unit Six…….Considering Relationships and Developing Action Plan…..
Talking to Kids About Relationships
Concept Review
Establishing House Rules
Effective Action Plans
Time to Act

Parent Project Weekly Topic-Focused Parent Support Group Sessions

*Part II: "Changing Behavior and Rebuilding Family Relationships," consisting of ten (10) topic-focused parent support group sessions.

Week One, Session One……Finding Help and Support……..

Support for Parents
Help for Children
Working in Support Groups

Week Two, Session Two…….The Dynamics of Change……...
It's Not Working
The Phases of Change

Week Three, Session Three……...Managing Conflict in the Home……
Taking Time Out
Negotiating a Compromise

Week Four, Session Four…….Active Listening……...
Just Listen
The Five Steps

Week Five, Session Five……..Communicating Parental Views and Feelings…….
Four Tips
I Messages

Week Six, Session Six……....Building Positive Self Concepts…….
Positive and Negative Messages
Choices

Week Seven, Session Seven…..Consistency……...
Enforcing House Rules
The Importance of Consistency in Families

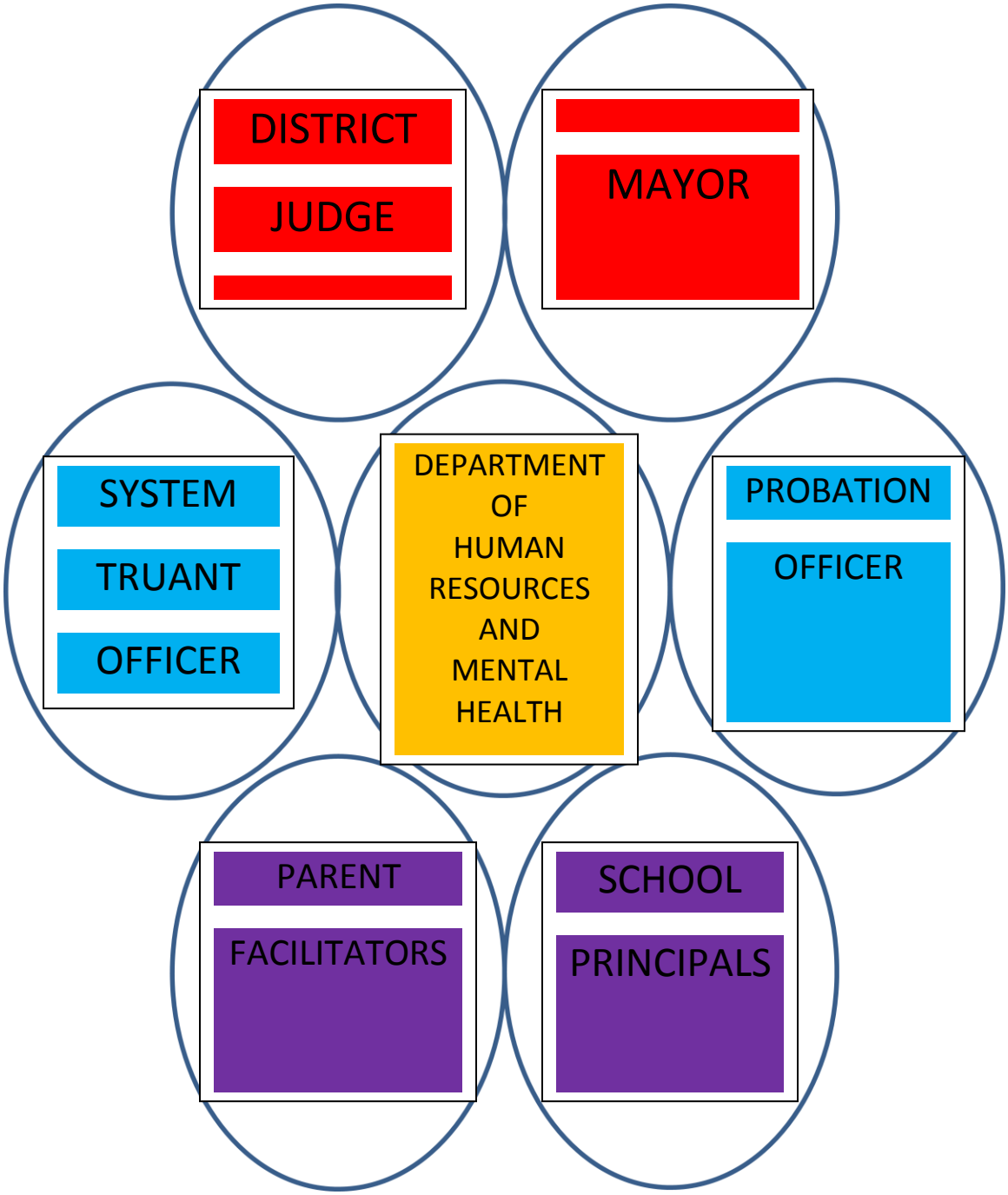
Week Eight, Session Eight……Expectations, Standards and Values……..
Parental Expectations
Family Values and Standards

Week Nine, Session Nine……..Promoting Family Unity…….
A Sense of Family

Week Ten, Session Ten……Putting It Together and Making It Work
Program Review
Mapping Progress
Continuing On Your Own

POSSIBLE LOCAL FUNDING SOURCES

POSSIBLE SUPPORTIVE COMMUNITY PARTNERS/ORGANIZATIONS



SAMPLE PROPOSAL

The intent of writing a proposal is to organize major components for The Parent Project with clear, concise information. The proposal may serve as the document that is shared with community partners and/or within the local education agency.

PROPOSAL FOR
A Juvenile Diversion Program: The Parent Project

SUBMITTED BY:

CONDUCTED BY:

DATES AND LOCATION:

PARTICIPANTS:

Parents who opt to take advantage of the program voluntarily, parents referred by juvenile judges/probation officers/social workers/mental health care workers, and/or local school board superintendents.

RATIONALE:

The Parent Project is a comprehensive, award winning model for school-based programs serving high risk families. The "Changing Destructive Adolescent Behavior" is the only parenting skills program of its kind in the United States. The Parent Project has been adopted for use by the State Department of Education, mental health care professionals, the United States military and communities in 30 states.

The Parent Project is a parenting skills program designed specifically for parents with strong–willed or out of control children. The program is research-based and has proven to be successful in preventing, identifying, and intervening in the most destructive of adolescent behaviors.

Based on findings from the Alabama State Department of Education School Incident Report (SIR) and Youth Risk Behavior Report, poor attendance, disciplinary referrals, and risky behaviors are three areas of concern that impact student achievement and eventually a student's ability to graduate from high school. These behaviors are often a sign that parents have lost control or lack the skills to manage correcting the behaviors without intervention.

The Parent Project is currently the largest court mandated or juvenile diversion program in many areas, including The Parent Project home region of Los Angeles and San Bernardino counties and the entire state of Idaho. In Idaho the county probation officers report one-third reduction in juvenile crime and one year recidivism rates as low as 4% after mandating The Parent Project classes.

OBJECTIVES:
The Parent Project will provide parents with the necessary tools and skills to:
1. Increase awareness of risky behavior
2. Increase decision-making skills to address risky behaviors when confronted

3. Reduce problematic outcomes of risky behavior, sexually transmitted diseases (STDs) especially HIV, school age pregnancy, drug addiction and emotional problems.
4. Reduce poor school performance such as: poor school attendance/truancy, disciplinary referrals, and juvenile crime.
5. Increase grade level promotion and high school graduation rates.
6. Develop and maintain a positive support system.
7. Develop an open channel of communication between the home, school, each connected community agency, and the judicial system.

ACTIVITIES:

Parents will attend a mandatory ten sessions out of a sixteen session program. Parents will participate in individual and group activities. Each activity is designed to reinforce the skills that parent participants learn each session.

EVALUATION:

Pre and Post Questionnaires will be developed and given to all participants attending the training to complete. The Questionnaires will include basic demographic information and basic parenting skill comprehension**.** Additionally, at the conclusion of the program evaluation forms will need to be completed by each parent participant. The evaluation summary will be used to evaluate the overall effectiveness of The Parent Project and to improve any areas of weakness or concern for future program implementation.

SAMPLE BUDGET

* Cost for facility rental.

EXPENSE TYPE	COST	EXPLANATION
Trained Facilitator Stipends	**$**	For teaching the ten week parenting skills sessions; $25 per hour/$75 per day; 10 Sessions/3 hours each session (10 X 3 = 30 hours)
Materials and Supplies	**$**	• **Parent Booklets** to be ordered ($17.00 each) • **Changing Destructive Adolescent Behavior Starter Kits** (SK-SP-E/12-18 year old program); 1 kit per training site, $250.00 each • **The Parent Project Videos** (VID- 300) $19.95 each • **Video Vignettes** (VID-100) - $32.00 each • **Role Cards** (RC-SB-E) - $6.00 each **Shipping and Handling**
Total Budget	**$**	

SAMPLE SIGNATURE PAGE

Approved:

LEA Superintendent Date

LEA Chief School Financial Officer Date

LEA Parent Project Administrator Date

SAMPLE TIMELINE

Timeline of Projected Tasks
For
Implementation of The Parent Project: A Juvenile Diversion Program:

Attachment A

1st Month	• Contact stakeholders, (Facilitators, Juvenile Judges, DHR, LEA Leadership interested in orchestrating The Parent Project) • Determine a date and location to meet
2nd Month	• Conduct first Parent Project planning meeting to decide on logistics and budget • Discuss marketing/publicizing techniques for the program • Review questions to ponder on first meeting sample agenda
3rd Month	• Confirm training sites and dates • Confirm Parent Project Facilitators • Confirm receipt and distribution of materials ordered • Print and distribute advertisement of Parent Project opportunity • Share parent project calendar
4th Month	• Implement The Parent Project training for 10 weeks • Monitor implementation • Share success stories when applicable and permissible
5th Month	• Continue implementation of The Parent Project • Continue to monitor implementation • Determine next training requirement, if applicable
6th Month	• Complete 10 week training • Evaluate The Parent Project Training • Submit brief evaluation to Alabama Parent Project Coordinator Kay Warfield (kaw@alsde.edu)

TASKS AND RESPONSIBILITIES

Alabama Department of Education Coordinator:

- Contacts over 500 state facilitators to compile active 2010 state facilitators list by Alabama In-service Regional Centers
- Provides an awareness of the juvenile diversion program to LEA Superintendent and Juvenile Judges
- Schedules initial meeting with local school board superintendent
- Meets with key players from local school board if requested
- Communicates expectations and desired outcomes
- Addresses any concerns
- Answers any questions
- Assures The Parent Project is running smoothly and efficiently
- Overseer of The Parent Project program at the State level

Local School Board Superintendent:

- Executive Director of the local The Parent Project
- Overseer of the overall program at the local level
- Assists in securing sponsors/funds for The Parent Project
- Communicates the vision regarding the program's expectations and outcomes to the local program coordinator
- Assures the vision is executed
- Appoints The Parent Project Coordinator
- Approves the budget
- Approves all Parent Project Marketing Materials (letters, brochures, flyers, etc.)
- Approves the Parent Project Training Site(s)
- Approves and notifies all Principals to attend any Parent Project meeting deemed necessary for proper program implementation

Juvenile Judge:

- Meets with local Parent Project Coordinator
- Communicates any concerns about the program to the local Parent Project Coordinator
- Coordinates any communication with the Chief Probation Officer regarding his/her involvement
- Gives a verbal acknowledgement regarding program approval and support (if endorsed)
- Develops a letter of support for the program (if endorsed)
- Refers parents at the court's discretion for mandatory participation in the ten sixteen-week program
- Forwards the local Parent Project coordinator a list of referred parent names and contact information for placement (if applicable)

Federal Program Coordinator:

- Coordinates initial meeting with Parental Involvement Staff and the local Parent Project Coordinator
- Attends periodic Parent Project meetings upon request
- Develops the budget for the local Parent Project
- Assists in securing funds for the local Parent Project
- Determines how many Parent Project facilitators will be hired
- Determines quantity of Parent Project materials to be purchased
- Determines how many Parent Project participants may take advantage of the program (rule: 1-15 parents per facilitator)
- Submits all Parent Project purchase orders to the Superintendent for approval
- Delivers approved purchase orders to the appropriate staff persons
- Follows-up on delivery of Parent Project materials to the Central Office
- Interviews potential Parent Project facilitators and verify credentials according to LEA regulations
- Follows-up on contracts for all employed Parent Project facilitators
- Secures future Parent Project training funding
- Coordinates future Parent Project trainings
- Keeps the lines of communication open between local Parent Project coordinator and the Federal Parental Involvement Staff

Parent Project Coordinator:

- Serves as Local Parent Project Coordinator
- Assures Superintendent's vision is executed
- Assures that Superintendent's overall expectations and outcomes for the Parent Project are accomplished
- Reviews the budget with Federal Programs Coordinator or designee
- Completes all Parent Project purchase orders and submits them to the Federal Programs Coordinator for approval
- Calls and attends Parent Project periodic meetings as needed
- Assists the Federal Programs Coordinator with the organization of the Parent Project Implementation Committee
- Meets with the Federal Programs Coordinator and the Parental Involvement Staff regarding the overall expectations and desired outcomes of The Parent Project
- Determines Parent Project Training Site(s)
- Secures Parent Project Training Site(s)
- Assigns duties to Parental Involvement Facilitators (i.e., Parent Facilitators should be asked to contact parents that they are currently working with and compile a list of those parents who seem to be interested in committing to the 10 to 16 weeks program). It is suggested that parents who are recommended by the District Judge, Chief Probation Officer, Truancy Officer, DHR and Parent Facilitators be given first priority for program placement
- Creates and edits Parent Project marketing materials (proposal, timeline, letters, brochures, flyers, newspaper articles, etc.)
- Assures the media is informed on current and future Parent Project activities (i.e., local newspapers, radio stations and/or television stations)
- Prints and assures that all Parent letters and Flyers be delivered to the assigned schools for distribution (It is suggested for easier school distribution that each specified school principal be notified to ask their secretary to fax the homeroom teacher's names and the total number of students enrolled in each homeroom to the Central Office. Then print and deliver the parent letters already separated by homeroom teacher and counted out for the appropriate number of students in each class to the schools)
- Communicates with the Superintendent regarding the Parent Project's weekly activities and program administration
- Communicates quarterly with the State Department of Education Coordinator regarding the Parent Project activities, program administration, suggestions and data
- Communicates with local school principals regarding Parent Project information when deemed necessary
- Communicates with District Judge, Chief Probation Officer, Truant Officer and the Department of Human Resources Representatives regarding Parent Project current and future participants and Parent Project activities
- Communicates any problems or concerns directly to the Superintendent if they cannot be resolved at the lower level
- Keeps the lines of communication open with everyone involved with the Parent Project
- Assures the implementation The Parent Project is running smoothly and efficiently

Parental Involvement Facilitators

- Serves as Parent Project Training Site Coordinator for the location they are assigned by the Parent Project Coordinator. May serve as Parent Project facilitator if officially trained and listed on Alabama Certified list

- Contacts all parents currently assigned by the Central Office and informs them about the Parent Project
- Invites parents to participate in the Parent Project Program if conducting on a voluntary basis
- Informs parents of the number of slots available and the ten (10) to sixteen (16) weeks commitment
- Compiles a list of recommended parents for The Parent Project from Juvenile Judge or schools
- Submits the recommended parent list to the Parent Project Coordinator
- Shares any pertinent school data with the Parent Project Coordinator (child's discipline referral data, attendance records, grades, delinquent behaviors, etc.)
- Provides weekly meeting reminders to assigned Parent Project Training Site Principals
- Attends The Parent Project's ten (10) weekly sessions at the assigned Parent Project Training Site(s)
- Keeps a record of attendance for The Parent Project participants (i.e., a weekly sign-in sheet)
- Assists the Parent Project Facilitator if asked during Parent Project Training Sessions
- Calls parents when absent and schedules all make-up sessions for excused absences with the Substitute Parent Project Trained Facilitator
- Continues to serve as contact person for parents currently assigned by the Central Office throughout the duration of the Parent Project implementation
- Communicates attendance records, anecdotal comments and/or concerns to parent project coordinator on a weekly basis

Chief Probation Officer and Truant Officer:

- Provides any information that may assist with the successful implementation of the Parent Project
- Keeps the channel of communication open between himself or herself, the District Judge, the Parent Project Coordinator and the Superintendent of the School Board

SAMPLE
PARENT PROJECT TRAINING CALENDAR:

*****Projected Parent Project *****
Training Dates:

Week 1:	***Tuesday**
Week 2:	**Tuesday**
Week 3:	**Tuesday**
Week 4:	**Tuesday**
Week 5:	**Tuesday**
Week 6:	**Tuesday**
Week 7:	**Tuesday**
Week 8:	**Tuesday**
Week 9:	**Tuesday**
***Week 10:**	**Tuesday**

***May wish to convene training the same day each week.**

SAMPLE
POST-PARENT PROJECT® PARENT/GUARIDAN ASSESSMENT

Your Name: _____ Date: _____

Student Name: _____ School: _____

Please check the response from your child to each of the following questions.
Ranking is from 1 to 4 with 1 being lowest and 4 being the highest and N/A is not applicable.

Question	N/A	1	2	3	4
1. Seems depressed					
2. Talks back/Argues					
3. Violates "house rules" regarding chores, clothing styles, body piercing, curfew, etc.					
4. Disregards parent wishes about going out, what to do, where to go and with who.					
5. Physically fights parent.					
6. Is cruel or sadistic with siblings and/or pets.					
7. Has run away.					
8. Made suicide attempts.					
9. Has discipline problems at school.					
10. Has skipped school.					
11. Has been suspended from school. (on-campus or off-campus)					
12. Has been expelled from school.					
13. Has used alcohol or drugs.					
14. Has been involved in a gang.					
15. Has been involved with a cult.					
16. Has been stopped by the police.					
17. Has gone before the juvenile judge.					
18. Has a Juvenile Probation Officer (JPO).					
19. Sent to jail, Boot Camp, Detention Center, Boys/Girls Home.					

Evaluating the present situation with you and your child; how confident do you feel as a parent? Circle the number closest to the category that best describes your situation.

Everything is as good as it can be; family interactions are appropriate and comfortable.

Nothing is going right; things are out of control.

1 2 3 4 5 6 7 8 9 10

SAMPLE
PARENT PROJECT MEETING I

Board of Education

Agenda

Date:

Items discussed during the meeting are as follows:

I. <u>Desired Outcomes:</u>

<u>Start-up:</u>

- Parent Project Proposal written, edited and approved
- Parent Project timeline written, edited and approved
- Parent Project brochure & logo created, edited and approved
- Parent Project newspaper article written, edited and approved
- Parent Project flyer designed, edited and approved
- Parent Project parent letter written, edited and approved

<u>Program related:</u>

- Decrease in dropouts
- Decrease in delinquent/risky behaviors
- Decrease in absenteeism
- Improved student health and wellness
- Decrease in juvenile restitution
- Improved parent and student relationships
- Connecting the Dots in the Truancy Triangle: **Triangle Base**-Parents & Children, **Side1-** Judicial System (District Judge, Mayor, Probation Officers & Law Enforcement), **Side 2-** School System

Questions to Ponder:

1. Who are the potential partners? (District Judge, Mayor, DHR, Children Policy Council, etc.)
2. Will the Local Agency of Education independently or jointly sponsor The Parent Project for the entire county?
3. Where will the funds to support the cost of Facilitators be secured? ($25 per hour, $75 per day, Sixteen Sessions, Three hours each session (16 X 3 = 48) 48 X 25 = $1,200 per facilitator.)
4. Who will contact and select the Facilitators?
5. How will the parent participants be selected? (Open to the Public, First Come First Served, Pre-selected List, Juvenile Judge)?
6. Does an acceptance criteria for parent participants need to be created?
7. How will the parent project be evaluated for effectiveness? (Indicators?)
8. What facility will be used to hold the weekly parent project meetings? (local schools and/or colleges)
9. Will refreshments be served? If so, who will fund/sponsor?
10. What date will launch The Parent Project?
11. What will be the dates for parent enrollment, if applicable?
12. Who will be the contact person for enrollment, questions and concerns?

II. Things To Do:

- Get Parent Project Proposal approved
- Get Parent Project timeline approved
- Parent Project brochure
- Parent Project newspaper article
- Parent Project flyer
- Parent Project parent letter
- Contracts, if applicable
- Evaluation tool
- Locate the facility to hold weekly parent project meetings
- Decide the launch date for the Parent Project
- Decide enrollment dates for parent sign-up if applicable
- Secure funds
- Order Parent Project books for parents 15 parents maximum per facilitator
- Order leadership packet materials (index cards, transparencies, videos, role play cards, etc.)

SAMPLE
PARENT PROJECT MEETING II

Superintendent, Board of Education,

Agenda

Date:

Items discussed during the meeting are as follows:

I. <u>Contact Information Exchanged:</u>

Identify Trained Parent Project Facilitators who may be interested in serving as a Facilitator

II. <u>Questions to Ponder:</u>

1. **Who are the potential collaborative partners?** (District Judge, Mayor, DHR, Children Policy Council, etc.)

2. **Where will the funds come from to support the cost for 1-5 Facilitators?** ($25 per hour, $75 per day, Ten Sessions, Three hours each session (10 X 3 = 30) 30 X 25 = <u>$750</u> per facilitator.)

   Neighborhood school training sites provided:

   - **__ Parent Project Facilitators** (One facilitator per time slot and One facilitator hired to serve as a substitute facilitator and parent make-up session instructor)
   - **__ Parent Slots** (sixty parents may participate in the Pilot Parent Project)
   - **__ Time Slots** (Morning, Afternoon and Evening time slots are available for parents to select from)
   - **__ Locations** (Acknowledging transportation may be a problem, we have set up more than one training site to accommodate parents on all sides of town)

Location & Training Time Slot #1:

***Training Site Time Slot**
Parent Project Site Coordinator
Parent Project Trained Facilitator

Location & Training Time Slot #2:

***Training Site Time Slot**
Parent Project Site Coordinator
Parent Project Trained Facilitator

Location & Training Time Slot #3:

***Training Site Time Slot**
Parent Project Site Coordinator
Parent Project Trained Facilitator

Location & Training Time Slot #4:

***Training Site Time Slot**
Parent Project Trained Coordinator
Parent Project Trained Facilitator

3. **Who will select the 1-5 Parent Project Facilitators?**

4. **How will the parent participants be selected? (Open to the public, first come-first-served, pre-selected list, etc.)?** Parent Facilitators will be given first priority for recommending active parent participants who have consistently shown up for other community scheduled parent meetings and activities. The parent facilitators will generate a list of parents that they recommend who will commit to coming to all ten sessions. Fifteen slots will be given per facilitator for the first pilot parent project. After the initial facilitators have compiled their list, we will fill any extra slots on a first-come-first-served basis. The over flow will be placed on a waiting list for the next session. Once the Parent Letter, Flyer and Brochure have been approved, all parents with children attending local schools will be notified. The materials will be printed and sent by the local board to all schools and specified places for distribution. Also, once the newspaper article has been approved, it will be submitted to the newspaper.

5. **How will the parent participants be selected? (Open to the public, first come-first-served, pre-selected list, etc.)?** Parent Facilitators will be given first priority for recommending active parent participants who have consistently shown up for other community scheduled parent meetings and activities. The parent facilitators will generate a list of parents that they recommend who will commit to coming to all ten sessions. Fifteen slots will be given per facilitator for the first pilot parent project. After the initial facilitators have compiled their list, we will fill any extra slots on a first-come-first-served basis. The over flow will be placed on a waiting list for the next session. Once the Parent Letter, Flyer and Brochure have been approved, all parents with children attending local schools will be notified. The materials will be printed and sent by the local board to all schools and specified places for distribution. Also, once the newspaper article has been approved, it will be submitted to the newspaper.

6. **Do we need to create acceptance criteria for parent participants?**
   Yes. However, the criteria will only be used by the committee for the final selection of parents. The criteria will not be made public. The suggested criteria are as follows: (1) At risk of failing; (2) High absenteeism; (3) Homelessness; (4) Discipline referrals; (5) Health Concerns.

7. **How will the Parent Project be evaluated for effectiveness? (Indicators?)**
   Pre and Post Evaluation Forms are included in the training manual. A sample of the post evaluation is shared for review. Refer to the Graduation Tracking System for additional indicators.
8. **What facility will be used to hold the weekly parent project meetings?**

9. **Will we serve refreshments? If so, where will the money come from to purchase them?**

10. **Who will officially serve on the Parent Project committee?**

11. **What date will we launch the pilot Parent Project?**

12. **What will be the dates for parent enrollment, if applicable?**

13. **Who will be the contact person for enrollment, questions and concerns?**

III. <u>Things to do:</u>

- Edit and approve the Parent Project timeline
- Secure funds
- Organize Parent Project planning committee
- Confirm the launch date for the Parent Project
- Confirm enrollment dates for parent sign-up
- Finalize budget
- Complete purchase order for: parent booklets & facilitator supplies needed for each session
- Order Parent Project books for parents
- Order facilitator materials (index cards, transparencies, markers, videos, role play props, etc.)
- Select and confirm the facility to hold weekly parent project meetings (committee & principals must approve all sites)
- Select, call and confirm Parent Project trained facilitators
- Select, call and confirm and complete Parent Project trained facilitator contracts
- Find and confirm refreshment sponsors
- Edit and approve Parent Project brochure
- Edit and approve Parent Project flyer
- Edit and approve Parent Project parent letter
- Edit and approve Parent Project newspaper article
- Select and confirm parent participants (include parent demographic information)
- Create a 3 ring pocket folder for each parent participant (for notes & homework)
- Copy parent take home assignment handouts (purchased booklets will remain on site until last session)
- Create parent registration packets
- Create weekly attendance and parent sign-in sheets
- Confirm pre & post evaluation tool

SAMPLE
PARENT PROJECT MEETING III

Superintendent, Board of Education,

Agenda

Date:

People in Attendance:

Items discussed during the meeting are as follows:

I. Purchase Order submitted for the following items:

- __ **Parent Booklets** are to be ordered ($17.00 each)
- __ **Changing Destructive Adolescent Behavior Starter Kits** (SK-SP-E) $250.00 each (12-18 year old program)
- __ VID- 300 **The Parent Project Video** - $19.95
- __ VD-100 **Video Vignettes** $32.00
- __ **Role Cards** – RC-SB-E $6.00

$	(Parent Booklets)
$	(Changing Destructive Adolescent Behavior Starter Kits, 1 per site)
$	(The Parent Project Videos, 1 per site)
$	(Video Vignettes, 1 per site)
$	(Role Card Packs, 1 per site)
$	Shipping and Handling
$	**(Above Total Cost for Facilitator Supplies)**

II. Committee finalized Parent Project Brochure and Parent Letter

- Parent Project Letter needs to be distributed.
- Parent Project Brochure needs to be printed and delivered to specified key contacts

III. Next Meeting Date Confirmed:

IV. Food still needs to be confirmed:

-

V. *** Parent Project Calendar:

Week 1:	Day, Date	
Week 2:	Day, Date	
Week 3:	Day, Date	
Week 4:	Day, Date	
Week 5:	Day, Date	
Week 6:	Day, Date	
Week 7:	Day, Date	
Week 8:	Day, Date	
Week 9:	Day, Date	
*Week 10:	Day, Date	(**Graduation**)

SAMPLE
PARENT PROJECT MEETING IV AGENDA

Superintendent Name, Superintendent, Board of Education,
Address, Telephone No. and Fax No

(Date) (Time)

Suggested people to be in Attendance: Superintendent, District Judge, Federal Program Coordinator, Health Services Coordinator/Parent Project Coordinator, Parent Project Facilitator(s), Chief Probation Officer, and Truant Officer.

I. WELCOME & BRIEF INTRODUCTIONS
II. POWERPOINT PRESENTATION
III. PARENT PROJECT OVERVIEW
IV. CLARITY OF ASSIGNED TASKS AND RESPONSIBILITIES
V. FINALIZE PROJECTED PARENT PROJECT TRAINING CALENDAR
VI. QUESTIONS & CONCERNS
VII. ADJOURNMENT

The tougher it gets to be a kid

the tougher it is to be a *parent*

(Date)

Dear Parent/Guardian:

Superintendent Name, Superintendent of (School System) Schools, is scheduled to launch a nationally acclaimed program called "The Parent Project."

The "Changing Destructive Adolescent Behavior" is the only parenting skills program of its kind in the United States. Limited seats are available! Only parents of children enrolled in the LEA Schools are offered a rare opportunity to participate in The Parent Project being launched on (Date).

(Word) (#) seats will be available on a first-come, first-reserved basis. Should there be an overflow of parents who want to take advantage of this program a waiting list will be developed. All parent participates must attend ten (10) three hour sessions held weekly every (Day), beginning (Date).

There will be (word) (#) training sites for your convenience: (1) (name sites). Tentative scheduled meeting times are (give times). Only Fifteen (15) parents will be selected for each site. Parents interested in being chosen for the program are asked to call (LEA Contact or Parent Project Coordinator) or e-mail at (e-mail address).

IMPROVE YOUR PARENT-CHILD RELATIONSHIP TODAY
CALL NOW!

The tougher it gets to be a kid…
the tougher it is to be a *parent*

Parent Project (Location)

(Superintendent Name), Superintendent of (LEA) Schools, is scheduled to launch a nationally acclaimed program called "The Parent Project". This will be the first time that this Parental Involvement Program is being presented in this area. The LEA will lead the way in aggressively decreasing juvenile crime, school expulsion and drop outs, juvenile probation cases, juvenile detention days, juvenile probation drug violations, and police juvenile calls for service. The Parent Project is a comprehensive, award winning model for school-based programs serving high risk families. The "Changing Destructive Adolescent Behavior" is the only parenting skills program of its kind in the United States. Limited seats are available!

Thanks to (LEA Superintendent), parents of children enrolled in the (LEA) will be offered a rare opportunity to participate in The Parent Project being launched on (Date). (Word) (#) seats will be available on a first-come, first-reserved basis. Should there be an overflow of parents who want to take advantage of this program a waiting list will be developed. All parent participates must attend ten (10) three hour weekly sessions held every (Day), beginning (Date). There will be (word) (#) training sites for your convenience. Meeting times will vary depending on the site. Tentative scheduled meeting times are (times). Parent enrollment dates for the first session are (Day), (Date). Parents interested in being chosen for the program are asked to call (LEA Contact or Parent Project Coordinator) at (Phone number)or e-mail at (e-mail address).

IMPROVE YOUR PARENT-CHILD RELATIONSHIP TODAY
CALL NOW!

THE PARENT PROJECT

The Parent Project is a parenting skills program designed specifically for parents with strong–willed or out of control children. The program is research-based and has proven to be successful in preventing, identifying, and intervening in the most destructive of adolescent behaviors.

LEA Parent Project Training Locations

-
-
-

CONTACT INFORMATION:

Parental Involvement Committee

Members

Learn how to "Out Will" a strong-willed child!

The Parent Project is a comprehensive, award winning model for school-based programs serving high risk families. The "Changing Destructive Adolescent Behavior" is the only parenting skills program of its kind in the United States. The Parent Project has been adopted for use by the State Department of Education, (LEA City) Schools, District Judges, Mayors, the Department of Human Resources, the Children Policy Council, mental health care professionals, the United States military and communities in 30 states.

Why The Parent Project

Thirteen years in development, the Parent Project® is the only course of its kind, providing activity based instruction, support groups, and curriculum addressing the most destructive of adolescent behaviors.

Over 100,000 families have attended Parent Project® classes nationwide

With a proven track record, the Parent Project® reduced juvenile crime by one-third, while significantly increasing both school attendance and performance.

- Builds hope for families and communities
- Provides specific no nonsense solutions to the problems parents face today
- It offers practical and emotional support to families as they begin the difficult process of change
- Decreases drop outs
- Decreases delinquent behaviors

The tougher it gets to be a kid…
the tougher it is to be a *parent*

How does it work?

- Parents meet one night per week
- Parents attend a two to three hour session for ten weeks
- Parents will graduate and receive a stipend at the end of the 10 week training

Parents will learn how to:

- Prepare their children for a successful school experience in middle and high school
- Create a home discipline structure that works
- Improve school attendance and performance
- Prevent alcohol, drug and gang involvement

UPCOMING PARENT PROJECT

FACILITATOR TRAINING DATES AND LOCATIONS:

JUNE 21-25, 2010, ONTARIO, CALIFORNIA

October 18 - 22, 2010, ONTARIO, CALIFORNIA

Register By Phone: (800) 372-8886

By FAX: Go to www. Parentproject.com and fill out form, print and fax to (909) 477-2194

By Mail: Go to www. Parentproject.com and fill out form, print and mail to:

Parent Project, Inc.
9077 Arrow Route, #120
Rancho Cucamonga, CA 91730

COST: $750.00 PER PERSON

(May pay by check, credit card or money order)

PARENT PROJECT CONTACT INFORMATION:

By Regular Mail:

Main/Administrative Office:

Parent Project®, Inc.
P.O. Box 60990
Boulder City, NV 89005-0990

Sales and Shipping: JEANETTE (909) 477-2625

Parent Project®, Inc.
9077 Arrow Route, #120
Rancho Cucamonga, CA 91730

By Phone or FAX:

Nevada

1 (800) 372-8886
FAX (702) 293-6276

California

(909) 477-2625
FAX (909) 477-2194

By E-Mail

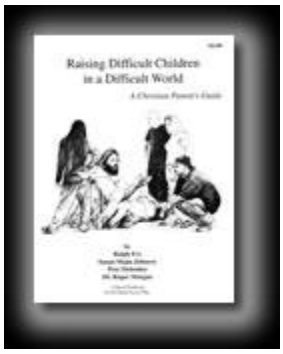
Ralph "Bud" Fry
Parentp1@earthlink.net

Roger H. Morgan, Psy.D.
Parentproject@snowline.net

Immediately through web-based delivery

PARENT GUIDES

Preview copy (English): Parent's Guide to Changing Destructive Adolescent Behavior - (2009 Edition)
Price: **$50.00**



Preview copy of Christian Program: Parent Workbook: Raising Difficult Children in a Difficult World
Price: **$50.00**

Preview guide may be returned within 60 days. $40.00 will be refunded provided text is in good condition.

Preview Copy: Loving Solutions: A Parent's Guide to Raising Tough Kids ages 5 - 10 years
Price: **$50.00**

Preview guide may be returned within 60 days. $40.00 will be refunded provided text is in good condition.

SUPPLIES AND MATERIALS:

#2 PENCILS

PENCIL SHARPENER

LIQUID PAPER

RULED NOTE PAPER

FILE FOLDERS WITH POCKETS

STAPLER

STAPLES

EASEL STICKY PAD

ASSORTED MARKERS

THREE HOLE PUNCH

1 ½ INCH BLACK BINDERS

ASSORTED FLASH CARDS 3 X 5 SIZE

RULED 3 X 5 FLASH CARDS

***These materials are needed to support facilitator kits and planning meetings**

Order Form Parent Project ®, Inc. EIN 33-0738796

MAIL OR FAX ORDER TO: Parent Project®, Inc., Sales & Shipping,
9077 Arrow Route, #120, Rancho Cucamonga, CA 91730
FAX (909) 477-2194

Send PAYMENT TO: Parent Project®, Inc., Payment Processing,
P.O. Box 60990, Boulder City, NV 89006-0990 Tel. (800) 372-8886
FAX (909) 477-2194

For help with ordering or shipping questions, please phone (909) 477-2625

Rev 03/2009

Ship To: (Please use Street Address, UPS does not ship to P.O. Boxes)

Bill To: ☐ Same as Ship To address

Telephone # _____

Telephone # _____

☐ Yes! Please email UPS shipping confirmation to: _____

Purchase Order # / Credit Card # ☐ PO ☐ Master Card ☐ Visa Cardholder: _____

Certified Facilitator(s) Teaching or Assisting with Course **& Certificate #**(s): (Mandatory for this Pricing)

Certificate #

Date Needed: Please allow (2 weeks for delivery) **Order Date:** **Terms:** Net 30 Days **Ship:** Via UPS

QTY	Description			Unite Price	Extension
	Parent Guides:				
	Changing Destructive Adolescent Behavior (CDAB), Version 2009	☐ English	☐ Spanish	$17.00	
	Changing Destructive Adolescent Behavior (CDAB), Version 2002	☐ English	☐ Spanish	$17.00	
	Raising Difficult Children in a Difficult World Christian Guide (RDCDW)			$16.25	
	Loving Solutions for Tough Kids (LS)	☐ English	☐ Spanish	$15.00	
	Teacher Guides:				
	Changing Destructive Adolescent Behavior (CDAB), Version 2009	☐ English	☐ Spanish	125.00	
	Changing Destructive Adolescent Behavior (CDAB) (Price without DVD)	☐ English	☐ Spanish	$85.00	
	Raising Difficult Children in a Difficult World Christian Guide (RDCDW)			$75.00	
	Loving Solutions for Tough Kids (LS)	☐ English	☐ Spanish	$75.00	
	Overhead Transparencies: (Camera-ready)				
	Raising Difficult Children in a Difficult World Christian Guide (RDCDW)			$20.00	
	Loving Solutions for Tough Kids (LS)	☐ English	☐ Spanish	$20.00	
	Preview Guides: ($40 credit given when returned)				
	Changing Destructive Adolescent Behavior (CDAB)	☐ English	☐ Spanish	$50.00	
	Loving Solutions for Tough Kids (LS)	☐ English	☐ Spanish	$50.00	
	Packages:				
	Complete Site Program Evaluation Kit: Instruments, process, and report - please call for more information			$500.00	
	Teen Curriculum: Personal and Social Responsibility *Special one-Time Purchase Offer!* Includes: 52 Lesson Teacher's Manual, Overheads, Blackline Master Student Activity Book, 6 Videos & Story Handbook			$695.00	
	Value Package: Loving Solutions (LS) Includes: 15 Parent Guides, 1 Teacher's Guide, & Camera-ready Overheads	☐ English	☐ Spanish	$300.00	
	Support Materials:				
	Parent Project Powerpoint 2009 DVD	☐ English	☐ Spanish	$40.00	
	Video: Vignettes (DVD) - English only			$32.00	
	Video: Parent Project® Promotional (DVD) - English only			$19.95	
	Role Cards: Set of 5 Colors, 5 Roles	☐ English	☐ Spanish	$ 6.00	
	Merchandise:				
	Carrying Case: ☐ Black ☐ Blue			$24.95	
	Coffee Mugs		Minimum Order - 4 mugs	$2.95	
	T-Shirt: "Keeping Kids Safe" ☐ M ☐ L ☐ XL ☐ XXL ☐ 3XL			$10.95	
	T-Shirt: "I Call You Friend" ☐ M ☐ L ☐ XL ☐ XXL ☐ 3XL			$10.95	

*$7.00 minimum. Shipping in the Continental U.S. only - Call for shipping fees outside the continental U.S.

Subtotal	
(CA orders) Tax	
(10%) Shipping*	
(US Dollars) TOTAL	

REFERENCES:

Mr. Ralph "Bud" Fry
Parentp1@earthlink.net

Parent Project®, Inc.
P.O. Box 60990
Boulder City, NV 89005-0990

Alabama Department of Education

Dr. Kay Atchison Warfield

kaw@alsde.edu

P.O. Box 302101

Montgomery, Alabama 36130