

PROTOCOL: PBIS FAMILY NIGHTS

PURPOSES

- 1) Raise awareness of Positive Behavioral Interventions & Support (PBIS) at their child's school,
- 2) Enhance home-school relationships in order to better support student success, and
- 3) Provide a framework and set of strategies for creating a positive climate at home.

LOGISTICS & EQUIPMENT

- ◆ **Scheduling:** I encourage a discussion with the PBIS Team and staff as to the preferred days of the week on which PBIS Family Nights are to be scheduled. If multiple sessions/nights are scheduled, it is best there be some consistency so that they are easy to remember (e.g., every other Wednesday for 4 sessions, and a total of 8 weeks).
- ◆ **Time:** 30 – 45 minutes for eating dinner, 90 minutes for the presentation.
(e.g., 5:30-6:00 pm for dinner; followed by 6:00-7:30 pm for presentation).
- ◆ **Facility Availability:** Ensure that the facility is available at least 30 minutes ahead of meal time for set-up, and 30 minutes after the end of the session for clean-up.
- ◆ **Facility Location:** In general, if families from multiple elementary schools are invited, it is recommended that the presentation site be a middle school or high school (elementary school parents are more likely to go to a middle or high school, than to another elementary school) that is centrally located. It seems to be easier for participants if the location does not change each time.
- ◆ **Equipment:** I can bring a notebook computer and LCD projector. I will need you to provide a projection screen (preferably 6' or larger), a table on which I can set my computer and projector, and an extension cord & surge protector with at least 3 plug-ins (to reach the nearest electrical outlet). I can also use your computer and projector if that is more efficient.
- ◆ **Materials:** I will provide a master handout & worksheets for the presentations. I ask that you make copies for each participant.
- ◆ **Translation:** If you have a part of your community who needs translation services in order to benefit from the Family Nights, I would encourage you to offer it. A dedicated sound system can make this easier. I am glad to work with the translator in advance to help them better understand the content of the presentations. Let's discuss this topic further.

MOTIVATORS

- ◆ **Food, Childcare & Transportation** are the three things that “bring ‘em in.” In my experience, pizza and canned/bottled beverages are the easiest meal to offer, and the food that is disliked by the fewest people. It is always good to offer vegetarian options. Childcare should be divided by age, with younger and old children in separate groups. It is recommended that transportation be offered, though, in my experience, it is rarely used.
- ◆ **Door Prizes** that are drawn at the end of the presentation have also proven to be good motivators. These need not be big items (e.g., plants, books, school rule goodies, remaining pizza). Look for community sponsors or donors to provide these.
- ◆ **Children’s Art of Activities** are a great way to bring in families. These can include PBIS Art contests, PBIS songs sung by children, videos of their children doing PBIS-related activities.

ADVERTISING

- ◆ **Flyers:** can be sent home with students... these sessions are appropriate for families of students at All age and grade levels. Flyers can be posted on bulletin boards and sent home with all students. You may also want to include families of students in your local private and charter schools, teen parent programs, college/university education programs, before and after school program staffs, other childcare and daycare programs, your “guest teachers”, etc. Including the community is a great source of positive PR!
- ◆ **School Reader Board or Sign Board:** Families often look to the school reader board for important announcements.
- ◆ **School or District Newsletter:** This is a place people look for news and important events.
- ◆ **School or District Website:** This is an additional place people find information.
- ◆ **Newspapers:** community newspapers as well as college and high school newspapers. Consider notices in “Community Events” section, public service ads, and articles highlighting PBIS in your district. Invite reporters to attend and report on the event.
- ◆ **Television & Radio:** public service announcements, interviews, articles about the importance of school discipline and social skills, bullying prevention, etc.
- ◆ **Community Partners:** Invite representatives from community agencies such as police officers, juvenile department counselors, probation officers, mental health workers,

developmental disabilities case managers, public health nurses, student teachers, local politicians, etc. This is great PR and relationship-building.

- ◆ **High Needs Families:** Each school is encouraged to identify at-risk families, and have a person who is positively and personally connected with this family make a personal invitation to them. It should be stressed that this is something your organization is offering to support ALL families (it is not remedial parenting, it is not judgmental or punishing, it Will be fun!).

MISCELLANEOUS

- ◆ **Terminology:** Refer to the event as “PBIS Family Nights” – make the connection to PBIS a positive one, do not limit to Parent Nights, and never call it “parent training,” a term that can sound condescending.
- ◆ **RSVP:** This is CRITICAL! It is easiest to plan for food, childcare and handouts if you ask that participants to RSVP to a single person who will keep the sign-up list. This list then also becomes a contact list for future events. Many programs say “RSVP, but if you are able to come at the list minute, please join us!”
- ◆ **Include:** If you are offering child care, food, transportation and/or translation services, include this information in your flyer. You may also want to include an ADA statement acknowledging your willingness to meet the needs of those with disabilities.
- ◆ **Topics:** The five basic PBIS at Home sessions are as follows – (1) PBIS for Families; (2) If You Want It, Teach It; (3) Reinforcement & Punishment at Home – What Works; (4) Why Do They Do That & What Do I Do Now; and (5) Putting It All Together – A Guided Work Session. This can be done in four sessions, if necessary.
Other PBIS at Home topics are available upon request.

* Many schools do a single “PBIS for Families” overview night in their first year of implementation, and a multiple night series in later years.

* Trainings are available to build capacity within the school or district so that your trained staff can provide these sessions.