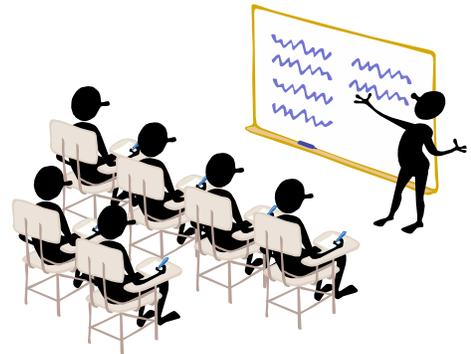


# Administrative Suggestions To Defray Costs & To Foster Parent Attendance at a Parent Meeting

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## PREPARATION



- Prior to the meeting visit classrooms. Ask how many students would like to be happier, to feel better about themselves, to be closer to God, and to have a peaceful family life. Tell them that a special kind of doctor (a soul doctor) is going to come to explain to moms and dads how to make hearts and souls happy. Challenge them to be “soul apostles” by urging their parents to come to the meeting. Repeat this reminder in homework assignment books and through public messages.
- Create a telephone “script” that the Homeroom Representative will use to contact each parent in a class.
- Send advance notice to parents about the meeting. Tell them that the presentation will include lots of practical tips that were collected from parents whose children have positive self-esteem.
- A week prior to the meeting create a flyer/postcard/advertisement. Hand it to carpool drivers at drop-off and pick-up. Put it on the windshield of parked cars.
- Advertise the meeting to nearby parishes and in the parish bulletin. Extend an invitation to parents whose children attend public schools.
- A week prior send a second advertisement with a “cut off response” portion. Have a Homeroom Representative make telephone contact with the parents who did not respond, urging them to attend.
- Advertise to the PARISH community and to neighboring parishes.
- Distribute advertisement to parents during report card conferences.
- Send home the **Parent Partnership Handbook** newsletter from *Today’s Catholic Teacher* magazine. Alert parents that the speaker is the author of the newsletter.
- Advertise on the school website. Include a link to my website ([www.ParentTeacherSupport.org](http://www.ParentTeacherSupport.org)) and a sample newsletter from **Parent Partnership Handbook**.

## INCENTIVES

### For Parents:

- No Homework on the night of the presentation.
- No tests scheduled for the following day.
- Award Parent Support Hours (if such a program exists)
- Provide child care during the meeting.

### For Teachers:

Award Teacher Certification Credit

### For Students:

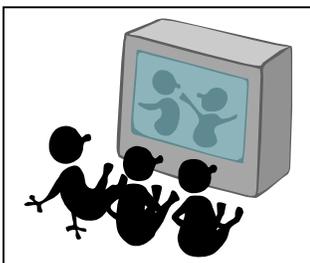
- Advertise a celebration for the class that has the highest percentage of family participation. (Examples: pizza, video, game hour, story telling, free-read, extra recess, points towards Field Day competition, etc.)
- Advertise a “free dress” pass for a specified day or a “chance” on some prize for any child whose parent was in attendance.



## FUND RAISING TO DEFRAY COSTS

- Sell 50-50 Chances. One parent wins half of the pot; the other half goes to the school. (Some schools sell an arm's length strip of chances for \$5.)
- Involve parents in donating fresh baked goods, finger foods, etc., for sale to “take home.” If your school has a program of Parent Service Hours, credit two hours for each homemade item.
- Pre-Advertise that a free will offering will be operational OR charge \$5 or \$10 per family. Research indicates that parents perceive a presentation to be more worthwhile if there is a fee.
- Solicit grant money from a local business or organization.
- If your school has a Room Parent Program ask those representatives to create a basket of age-appropriate items to chance off or to be used as a silent auction item. Showcase the “goods” to the students the week before the presentation.
- Sell cupcakes, ice cream, snacks, raffle tickets or chances during school recess or lunch periods.

## ARRANGE TO VIDEOTAPE THE SESSION



Offer viewing opportunities on a morning, an afternoon and an evening for parents who were unable to attend the meeting

OR

For select parents who are in need of the information, ask them to view the film and then make an appointment to discuss its application.