Family Tools

MODULES 1-6

Improving Communication
Promoting Positive Parenting
Enhancing Student Learning
Increasing Volunteerism
Supporting Decision Making and Advocacy
Collaborating with the Community
Introduction to Family Tools

The Family Tools section of the Toolkit is a collection of tools and resources that teachers and administrators would use with a group of parent/community members to guide them in increasing family involvement and strengthening the partnership between school and home.

It is intended that the resources would be introduced to parents through the professional staff at the school and not simply handed to a parent to read. Some of the tools may be most appropriately shared through a note home, a newsletter or posted in the parent room - while others would be conveyed in person or through a meeting with family and community members. Some tools are meant as information for families while others could be used to elicit input from family and community members. It is suggested that the reflection tools and surveys be given to family and community members to complete and then be used at the school level to drive change.

As with the Teacher Tools section, the tools and resources are organized around six types of family and community involvement:

1. Improving Communication
2. Promoting Positive Parenting
3. Enhancing Student Learning
4. Increasing Volunteerism
5. Supporting Decision Making and Advocacy
6. Collaborating with the Community

Features of Family Tools

Overview: The theme of each module is described in this section.

Research Link: Research findings provide guidance for families on the importance of their involvement in their child’s education.

Practices: Samples of practices that parents and families can use are suggested in each module.

New Mexico Teacher Competencies: Required teacher competencies related to each topic are outlined for families.

Parent/Family Reflection: This survey provides parents and families with a guide for asking key questions of themselves and the schools.

Resources: Numerous useful resource tools are included for use by families for a wide range of purposes such as; improving parenting and leadership skills, improving communication with children and school staff, supporting homework and accessing community resources.
# Family Tools Resources

## Module 1: Improving Communication

<table>
<thead>
<tr>
<th></th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Worth a Click</td>
<td>193</td>
</tr>
<tr>
<td>2. Communication Ideas for Parents</td>
<td>194</td>
</tr>
<tr>
<td>3. Talking with Your Child</td>
<td>195</td>
</tr>
<tr>
<td>4. Ask the Right Questions</td>
<td>196</td>
</tr>
<tr>
<td>5. Understanding Standards-Based Education</td>
<td>197</td>
</tr>
<tr>
<td>6. Ways to Communicate the Importance of Education to Children</td>
<td>198</td>
</tr>
<tr>
<td>7. Developing a Vision for Your Child</td>
<td>199</td>
</tr>
<tr>
<td>8. Planning Guide for Parent-Teacher Conferences</td>
<td>200</td>
</tr>
<tr>
<td>9. Parent and Child Rights in Special Education</td>
<td>203</td>
</tr>
<tr>
<td>10. Bilingual Education in New Mexico</td>
<td>205</td>
</tr>
</tbody>
</table>

## Module 2: Promoting Positive Parenting

<table>
<thead>
<tr>
<th></th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Worth a Click</td>
<td>213</td>
</tr>
<tr>
<td>2. Ten Tips for Successful Parenting</td>
<td>214</td>
</tr>
<tr>
<td>3. Parents Can Make a Difference…Daily</td>
<td>216</td>
</tr>
<tr>
<td>4. Guiding Children and Youth in Making Healthy Choices</td>
<td>218</td>
</tr>
<tr>
<td>5. Finding Positive Ways to Talk About Your Children</td>
<td>220</td>
</tr>
<tr>
<td>6. Natural and Logical Consequences</td>
<td>221</td>
</tr>
<tr>
<td>7. Promoting Responsibility</td>
<td>222</td>
</tr>
<tr>
<td>8. Raising a Reader</td>
<td>223</td>
</tr>
<tr>
<td>9. Preparing for the Teen Years</td>
<td>225</td>
</tr>
<tr>
<td>10. Ideas for Busy Parents</td>
<td>226</td>
</tr>
<tr>
<td>11. Peer Pressure</td>
<td>227</td>
</tr>
<tr>
<td>12. Bullying</td>
<td>229</td>
</tr>
</tbody>
</table>

## Module 3: Enhancing Student Learning

<table>
<thead>
<tr>
<th></th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Worth a Click</td>
<td>237</td>
</tr>
<tr>
<td>2. Things You Can Do at Home to Help Your Child Succeed</td>
<td>238</td>
</tr>
<tr>
<td>3. Tips for Parents and Families</td>
<td>240</td>
</tr>
<tr>
<td>4. Secrets of Student Success: What Parents Need to Know</td>
<td>241</td>
</tr>
<tr>
<td>5. All About Homework</td>
<td>242</td>
</tr>
<tr>
<td>6. Ways to Help Your Child with Reading at Home</td>
<td>245</td>
</tr>
<tr>
<td>7. Children and the Internet</td>
<td>246</td>
</tr>
<tr>
<td>8. Helping Your Child Plan for the Future</td>
<td>248</td>
</tr>
<tr>
<td>9. Questions and Answers About Student Expectations in New Mexico</td>
<td>250</td>
</tr>
<tr>
<td>10. Why Standards Are So Important</td>
<td>252</td>
</tr>
</tbody>
</table>
Module 4: Increasing Volunteerism

1. Worth a Click ........................................................................................................................................ 259
2. Guidelines for Volunteers ..................................................................................................................... 260
3. Volunteer Survey .................................................................................................................................. 261
4. Can You Help? A Skills and Experience Inventory ........................................................................... 263
5. Ideas for Volunteers ............................................................................................................................. 267
6. Determining Whether Your School is Father-Friendly ................................................................. 268

Module 5: Supporting Decision Making and Advocacy

1. Worth a Click ........................................................................................................................................ 275
2. Twelve Things Parents Should Know and Expect from Schools ....................................................... 276
3. Rate Your School ................................................................................................................................. 278
4. What NCLB Says About Parental Involvement .............................................................................. 279
5. What NCLB Says About Your School District’s Parental Involvement Policy ............................... 281
6. What NCLB Says About School and District Report Cards ............................................................ 283
7. What NCLB Says About Public School Choice ............................................................................. 284
8. What NCLB Says About Supplemental Educational Services ....................................................... 286

Module 6: Collaborating with the Community

1. Worth a Click ........................................................................................................................................ 295
2. Out-of-School Learning Opportunities ............................................................................................... 296
3. Fifteen Ways that Families Can Help Increase School-Community Collaboration ..................... 298
4. Community Service Ideas for Families ............................................................................................... 299
5. Let’s Use the Library! .......................................................................................................................... 301
General Web Resources for Families

The following web resources target all six modules of *Working Together: School-Family-Community Partnerships, A Toolkit for New Mexico School Communities*. Resources are listed here in alphabetical order.

Each of the six modules also have web resources listed as “Worth a Click”, Resource 1 in both the *Teacher Tools* and *Family Tools* sections.

<table>
<thead>
<tr>
<th>Resource</th>
<th>Website</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>American Indian Content Standards</td>
<td><a href="http://www.ldoe.org/cetia/aics.htm">http://www.ldoe.org/cetia/aics.htm</a></td>
<td>The American Indian Content Standards were developed by the Bureau of Indian Affairs through their Goals 2000 effort to help schools in the development of local standards with an emphasis on American Indian/Alaska Native learners. The standards on this web site are from the Pueblo of Laguna Department of Education.</td>
</tr>
<tr>
<td>Colorin Colorado</td>
<td><a href="http://www.colorincolorado.org/">http://www.colorincolorado.org/</a></td>
<td>This site includes information, activities and advice for Spanish speaking parents and educators of English language learners. This site is available in English and Spanish and includes a special section on middle and high schools.</td>
</tr>
<tr>
<td>Connect for Kids</td>
<td><a href="http://www.connectforkids.org/">http://www.connectforkids.org/</a></td>
<td>Connect for Kids makes the best use of communications technologies, specifically the Internet, to give adults – parents, grandparents, guardians, educators, advocates, policy makers, elected officials and others – the tools and information they need to improve the lives of children, youth and families. The Connect for Kids online publication covers more than 30 topics such as arts, youth development, foster care, adoption, welfare reform and health.</td>
</tr>
</tbody>
</table>
| Educate New Mexico | [http://educatenm.org/](http://educatenm.org/) | Educate New Mexico is an independent, non-profit organization established by volunteers to promote and finance academically excellent educational opportunities for students from families with modest incomes. Some of the topics addressed include:  
  - Kids’ Corner - for kid centered fun and learning  
  - Parent’s Place - for tips and information on helping your child  
  - School Choice - for news and policies on School Choice in New Mexico  
  - Donation Station - for information on how and why to make a donation  
The Parent’s Place page offers tips under the following headings: [http://educatenm.org/RC/pp/pp-school.html](http://educatenm.org/RC/pp/pp-school.html)  
  - Preparing Your Child for School  
  - Preparing Your Child for College  
  - Homework Help  
  - Keeping Your Child Busy |
| Education World- The ENLACE Initiative | [http://www.educationworld.com/a_issues/issues/issues201.shtml](http://www.educationworld.com/a_issues/issues/issues201.shtml) | The goal of the ENgaging LAtno Communities for Edcuation Initiative (ENLACE), a project funded by the philanthropic W.K. Kellogg Foundation, is to support Hispanic students’ academic efforts and increase the number of Hispanic students who complete high school and college. ENLACE programs team Hispanic students and their families with resources from the local and academic communities. This site also includes tips for supporting the academic achievement of Hispanic students. |
| New Mexico ENLACE | [http://www.idra.org/enlace/santafe.htm](http://www.idra.org/enlace/santafe.htm) | |


Family Education Network  
**http://www.familyeducation.com/home/**  
This web site offers a place where parents can find school solutions, homework help, parenting tips, and expert advice. Broken down by age and grade level, this site has a treasure trove of learning activities to do with children. In addition, it has a special section covering a variety of issues such as retention and school safety from multiple perspectives.

The Fathers Network  
**http://www.fathersnetwork.org/**  
This web site is meant to celebrate and support fathers and families raising children with special health care needs and developmental disabilities. It provides up to date information and resources including current news, press releases and articles.

Grandparents Again  
**http://www.grandparentagain.com/**  
This web site offers information to grandparents on making life easier, community, legal and medical issues, and raising grandchildren.

Healthier Schools New Mexico  
**http://www.healthierschools.org/**  
This site highlights the Coordinated School Health Approach from the State of New Mexico’s School and Family Support Bureau. Areas of focus include:  
- Nutrition  
- Health Education and Life Skills  
- Physical Education and Activity  
- Staff Wellness  
- Family, School and Community Partnerships  
- Healthy and Safe Environment  
- Social and Emotional Well Being  
- Health Services

Hispanic Family Learning Institute  
**http://www.familit.org/ProgramsandInitiatives/HFLI/index.cfm**  
The Hispanic Family Learning Institute (HFLI), an initiative of the National Center for Family Literacy, focuses on providing resources and activities for supporting literacy practitioners working with Hispanic families. This site includes a Family Literacy Model and Resources for Practitioners in Spanish and English, and a Practitioner Toolkit for working with adult English Language Learners.

KidSource Online  
**http://www.kidsource.com**  
Resources on this site are organized by developmental stage and topic to make the information accessible.

The Knowledge Loom  
**http://knowledgeloom.org/resources.jsp?location=6&bpinterid=1051&spotlightid=1051**  
This web site provides resources for strengthening school, family and community partnerships.

Media Wise  
**www.mediafamily.org**  
For families concerned about media and advertising, this site offers lots of facts, tips, research, reviews of video games and movies, as well as a quick quiz to find out where your family fits in the spectrum of media use.

The National Center for Cultural Competence  
**http://gucchd.georgetown.edu/nccc/index.html**  
The National Center for Cultural Competence (NCCC) works to increase the availability and capacity of health and mental health programs. This site also includes a Spanish language portal:  
**http://gucchd.georgetown.edu/nccc/espanol.html**
### National Center on Fathers and Families
http://www.ncoff.gse.upenn.edu/
A site dedicated to father involvement, family efficacy and child well-being.

### National Education Association
http://www.nea.org/index.html
This site includes a link for parents and community that offers up to date information on many educational topics and concerns.

### New Mexico American Federation of Teachers (AFT)
http://nm.aft.org/index.cfm?action=cat&categoryID=9c5ea7c6-2953-4914-b004-dfbd57551f34
Some of the resources include:
- Pathways to Success: An AFT Guide for Parents
- Understanding Adequate Yearly Progress
- Resources for Parents
- National Standards for Parent/Family Involvement Programs

### New Mexico Indian Children’s Program
http://www.icpservices.org/unm/partners/index.htm
The Indian Children’s Program (ICP) strives to provide responsive, family-centered and community based services to families of Native American children with developmental disabilities. ICP belongs to a consortium of three universities – Northern Arizona University, Utah State University, and the University of New Mexico.

Other sites linked to New Mexico Indian Children’s Program (ICP):
- Pueblo Tribes  http://www.puebloindian.com/pueblo_tribal_resource.htm
- Indian Health Service  http://www.ihs.gov/
- Navajo United Way  http://www.navajoway.org/

### New Mexico Parent Teacher Association (PTA)
http://www.nmpta.org/
The goal of this site is to provide a central informational source for parents, educators and school officials on many issues facing New Mexico schools such as school fund-raising, regional Parent Teacher Association contacts, and classroom initiatives. The online resources provide additional insight into these issues, as well as many other important concerns facing New Mexico schools, PTA and PTO groups, and other parent organizations.

100 Ways to Know More. Do More.
http://www.nmpta.org/100ways.html

100 maneras de saber más. Hacer más.
http://www.nmpta.org/100%20maneras.htm

### Office of Child Development: New Mexico Children, Youth & Families Department - New Mexico Kids
http://www.newmexicokids.org/Family/
Information is offered on child development, health and selecting quality child care.

### PTO Today
http://www.ptotoday.com/index1.html
A web site devoted to Parent-Teacher organizations with links to improving your group, fund-raising, parent involvement, school/family nights and more.

### Parent Smart
www.parentssmart.com
This web site offers everything from help with homework to tips for talking with children about disasters.
### Parents for Public Schools

**http://www.parents4publicschools.com/resources.html**

Parents for Public Schools is a national organization of community-based chapters working in public schools. The information here is meant to help public schools attract all families in a community and make sure that schools effectively serve all children.

### Parents Reaching Out (PRO)

**http://www.parentsreachingout.org/**

Parents Reaching Out (PRO) connects and empowers New Mexico families through support, education, and information. This site is directed at helping families make informed decisions about the care and education of their children. It includes information on issues parents face, advocacy information and suggestions for early intervention.

### Project Appleseed

**http://www.projectappleseed.org/sitemap.html**

A web site from The National Campaign for Public School Improvement, Project Appleseed is helping schools involve parents. This organization has created a list of 37 different ways in which parents can help schools.

- Parental Involvement Pledge
  - [http://www.projectappleseed.org/pledge.html](http://www.projectappleseed.org/pledge.html)

- Use Your School’s Parental Involvement Pledge Effectively
  - [http://www.projectappleseed.org/usingpledge.html](http://www.projectappleseed.org/usingpledge.html)

- A Checklist for an Effective Parent-School Partnership
  - [http://www.projectappleseed.org/chklst.html](http://www.projectappleseed.org/chklst.html)

### PTO Today

**http://www.ptotoday.com/index1.html**

A web site devoted to Parent-Teacher organizations with links to improving your group, fund-raising, parent involvement, school/family nights and more.

### Public Broadcasting System (PBS) Learning and Literacy Resources

**http://pbskids.org/mayaandmiguel/english/parentsteachers/resources/web.html**

This web site includes activities that can be printed, as well as games and activities for students to use. All are available in English and Spanish.

### Teaching Tolerance

**http://www.tolerance.org/parents/index.jsp**

This web site is for anyone interested in creating communities that value diversity. It includes pages for teachers, parents, teens and kids.

### A Toolkit for Hispanic Families

**http://www.ed.gov/parents/academic/involve/toolkit/index.html**

This toolkit from the US Department of Education will show you what to expect from your schools, your teachers and your child, at all ages and grade levels. It will tell you how to help your child through school, what resources are available, and what you, your family, and your community can do to help your child learn. This resource is also available in Spanish.

### US Department of Education - Parent Page

**http://www.ed.gov/parents/landing.jhtml**

This web site from the US Department of Education offers information on different topics for parents. The following link offers more specific information regarding the No Child Left Behind Act.

**US Department of Education - No Child Left Behind Page**

**http://www.ed.gov/nclb/landing.jhtml**
Notes