

# Mary Stark Elementary School

## NDPIRC PARENT RESOURCE NIGHT

- ### Event Goal
- Know Your Audience
  - Meaningful to Parents
  - Utilize Resources


- ### Know Your Audience
- Poverty
  - Education
  - Diversity
  - Culture

- ### Make it Meaningful
- Do Not Assume or Guess
  - Survey Parents
  - Time is Precious

- ### Utilize Resources
- Food
  - Incentives
  - Childcare

Name (please print) _____ Address: _____ Phone: Home _____ Cell _____ Children/Grade _____ <small>(Must attend 2 sessions and be present to win)</small> 1 2	Name (please print) _____ Address: _____ Phone: Home _____ Cell _____ Children/Grade _____ <small>(Must attend 2 sessions and be present to win)</small> 1 2
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Parent Night Flyer



Microsoft Office  
Word 97 - 2003 Document


Devil in the Details

- Organization
- Engage Community Resources

Organization

- Form Sub-Committee/Parent Rep
- Coordinator
- Checklist
- Delegate
  - Specific
  - Choice
  - Plan Early

Checklist Form



Community Resources

- High School Clubs
- Extension Service
- Public Health
- Social Services
- Public Library
- PTA/PTO
- Chamber
- Benevolent Societies
- Local Businesses

Evaluate

- Parent Evaluation
- Committee Debriefs

## Parent Evaluation

- Event Time
- Session Topics
- Food
- Accommodations
- Likes/Dislikes
- Suggestions

## Parent Evaluation Form



Microsoft Office  
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## Committee Debriefs

- Analyze Data
- What Worked/Didn't Work
- Ideas for Next Parent Night

Name *(please print)* \_\_\_\_\_

Address: \_\_\_\_\_

Phone: Home \_\_\_\_\_ Cell \_\_\_\_\_

Children/Grade \_\_\_\_\_

*(Must attend 2 sessions and be present to win)*

**1**

**2**

Name *(please print)* \_\_\_\_\_

Address: \_\_\_\_\_

Phone: Home \_\_\_\_\_ Cell \_\_\_\_\_

Children/Grade \_\_\_\_\_

*(Must attend 2 sessions and be present to win)*

**1**

**2**

Name *(please print)* \_\_\_\_\_

Address: \_\_\_\_\_

Phone: Home \_\_\_\_\_ Cell \_\_\_\_\_

Children/Grade \_\_\_\_\_

*(Must attend 2 sessions and be present to win)*

**1**

**2**

Name *(please print)* \_\_\_\_\_

Address: \_\_\_\_\_

Phone: Home \_\_\_\_\_ Cell \_\_\_\_\_

Children/Grade \_\_\_\_\_

*(Must attend 2 sessions and be present to win)*

**1**

**2**

**PARENT RESOURCE NIGHT  
CHECKLIST**

**Date** \_\_\_\_\_

**Focus/Theme:** \_\_\_\_\_

**Presentation:** \_\_\_\_\_

**Presentation:** \_\_\_\_\_

**Secure gym for evening**

**Lead:**

**Secure necessary classrooms**

**Alert custodial staff**

**Alert Extended School Personnel**

**Secure food:**  **Lead:**

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Secure prizes:**  **Lead:**

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Secure Presenters:**  **Lead:**

**Presenter:** \_\_\_\_\_

**Presenter:** \_\_\_\_\_

**Secure Childcare/Food Service Volunteers:**  **Lead:**

**High School Clubs/Organizations:** \_\_\_\_\_

**Church Groups:** \_\_\_\_\_

**Secure Staff Volunteers:**  **Lead:**

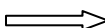
- Decoration and Set-up**
- Room Coverage**
- Sign-In Table**
- Roamers**
- Evaluation**
- Camera**
- Clean-up**

**Publicity:**  **Lead:**

- School Newsletter**
- Flyer Home (one prior)**
- Press Release**
- Second Notice Home (one week prior)**
- Posters/Flyers in Hallways**
- PA Announcements**
- Other:** \_\_\_\_\_

**Documentation:**  **Lead:**

- Meeting Agendas**
- Meeting Minutes**
- Sign-In Sheets**
- Participant Evaluation**
- Planning and Evaluation Form**
- Other:** \_\_\_\_\_

**Wrap-Up:**  **Lead:**

- Thank you notes**
- Evaluation assessment**
- Other:** \_\_\_\_\_

**Please Join Us For:**

## **Parent Resource Night**

**Thursday, April 23, 2009**

**6:00 PM**

**Mary Stark School**

Parents enter your name in a drawing for door prizes.\*

Door prizes include:

Gas and Restaurant Cards

Grocery Store Cards

MP3 Player

Digital Camera

...and the grand prize a

### **Wii game system!**

**6:00 Dinner:**

**Chili, Fruit, Lemonade**

**6:35 Session I (Smart Discipline, Self-Esteem and  
Math Homework Help: Grades 3-5)**

**Parents in classrooms for breakout sessions**

**Children remain in gym for activities**

**7:15 Session II (Smart Discipline, Self-Esteem and  
Math Homework Help: Grades 3-5)**

**7:50 Parents return to the gym for drawing of door prizes**

**\*Parents must attend two breakout sessions to be eligible for  
the door prize drawing.**

**The Book Fair will be open from 5:00-8:00 PM in the Music Room**

*Parent Resource Night is made possible with funding from ND PIRC*

# Parent Resource Night

Thursday, Oct. 16, 2008

Mary Stark School

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**Mary Stark Elementary  
Parent Resource Night  
April 23, 2009**

**Evaluation**

Thank you for participating in the Spring Parent Resource Night. To help us better plan for future events; please take a few minutes to evaluate the evening's activities.

1. How did you find out about Parent Resource Night:
  - a. \_\_\_my child's teacher
  - b. \_\_\_school newsletter
  - c. \_\_\_announcement in local newspaper
  - d. \_\_\_from my child
  - e. \_\_\_other; please describe: \_\_\_\_\_

2. Why did you decide to attend Parent Resource Night?

3. How convenient was the scheduled time for the event?
  - a. \_\_\_very convenient
  - b. \_\_\_convenient
  - c. \_\_\_not convenient

What time would work best for you in the future?

4. To what extent were you satisfied with the educational value of Parent Resource Night?
  - a. \_\_\_very satisfied
  - b. \_\_\_satisfied
  - c. \_\_\_not satisfied

5. Did you find the break-out sessions you attended helpful? Please evaluate the individual sessions you attended:

**Grades 3-5 Math Homework Help:**

- a. \_\_\_very helpful
- b. \_\_\_helpful
- c. \_\_\_not helpful
- d. \_\_\_did not attend

How could this session be improved?

**Self-Esteem:**

- a. \_\_\_\_\_very helpful
- b. \_\_\_\_\_helpful
- c. \_\_\_\_\_not helpful
- d. \_\_\_\_\_did not attend

How could this session be improved?

**Smart Discipline:**

- a. \_\_\_\_\_very helpful
- b. \_\_\_\_\_helpful
- c. \_\_\_\_\_not helpful
- d. \_\_\_\_\_did not attend

How could this session be improved?

- 6. The goal of Parent Resource Night was to offer educational and community resources to assist parents in their important role as their child's primary teacher. Do you feel that Parent Resource Night helped meet this goal?
  - a. \_\_\_\_\_yes
  - b. \_\_\_\_\_no
  - c. \_\_\_\_\_not sure
  
- 7. Based on your experience with Parent Resource Night, do you think you would attend a similar event?
  - a. \_\_\_\_\_yes
  - b. \_\_\_\_\_no
  - c. \_\_\_\_\_not sure
  
- 8. What was the best part of the Spring Parent Resource Night?
  
  
  
  
  
  
  
  
  
  
- 9. What could be done differently to improve it?
  
  
  
  
  
  
  
  
  
  
- 10. What topics or activities would you like offered in future events?