



In order to improve communication between parents/guardians and the Family Resource Center Staff, the Family Resource Center will be implementing two new policies for the 2007-2008 academic year. The purpose of these new policies is to enhance communication, support, connection, and civility. The two new policies the Family Resource Center will be implementing are a bi-monthly Activities and Behaviors Progress Report and one semester Parent/Guardian and Family Resource Center Staff Consultation.

The Activities and Behaviors Progress Report is a bi-monthly updated notice and evaluation of the Family Resource Center activities and your child/children's behavior at the Family Resource Center. The report will include any and all activities the Family Resource Center has organized in the previous weeks, such as crafts, games, movies, etc... In addition, the report will include a description of your child/children's behavior both positive and/or negative. A description of the course of action that the Family Resource Center Staff took will be provided. The Activities and Behaviors Progress Report will be clip mailed to your apartment door on the first and third Tuesday of every month with the exception of SIUE holiday breaks and when the University is closed. The first Tuesday you will be receiving the Activities and Behaviors Progress Report is Tuesday, September 4, 2007.

The Parent/Guardian and Family Resource Center Staff Consultation is a once a semester meeting scheduled at your convenience by your Resident Assistant. Twice a semester your Resident Assistant will be scheduling one-on-one time with you. During one of these meetings, one or more Family Resource Center Staff members will accompany the Resident Assistants to the meeting. During this meeting, the Family Resource Center Staff member(s) will highlight some activities and programs the Family Resource Center has organized, discuss positive and/or negative behaviors your child/children have been displaying, and ask for additional help, support, and guidance in regards to your child/children if needed.

The primary purpose of the Activities and Behaviors Progress Report and the Parent/Guardian and Family Resource Center Staff Consultation is to inform parents/guardians about the activities that are taking place in the Family Resource Center, inform parents/guardians about the positive things their child/children are doing, notify parents/guardians when the child/children are displaying negative behaviors, provide additional support to the parents/guardians and the Family Resource Center Staff, and provide an opportunity for parents/guardians to ask questions, express concerns, and provide suggestions.

***An example of the Activities and Behaviors Progress Report and the Parents/Guardians and Family Resource Center Staff Consultation are attached.**

Activities and Behaviors Progress Report

Child's Name: _____ Date: _____

Parent/Guardian's Name: _____ Apartment #: _____

Family Resource Center Activities & Programs:

Child's Behaviors:

Additional Comments:

(FRC Staff Member Signature)

(Assistant Community Director for Family Housing Signature)

Parents/Guardians & Family Resource Center Consultation

Child's Name: _____ Date: _____

Parent/Guardian's Name: _____ Apartment #: _____

FRC Staff Member(s): _____

Family Resource Center Activities & Programs:

Child's Behaviors:

Additional Comments:

Notes:

(FRC Staff Member Signature)

(Assistant Community Director for Family Housing Signature)