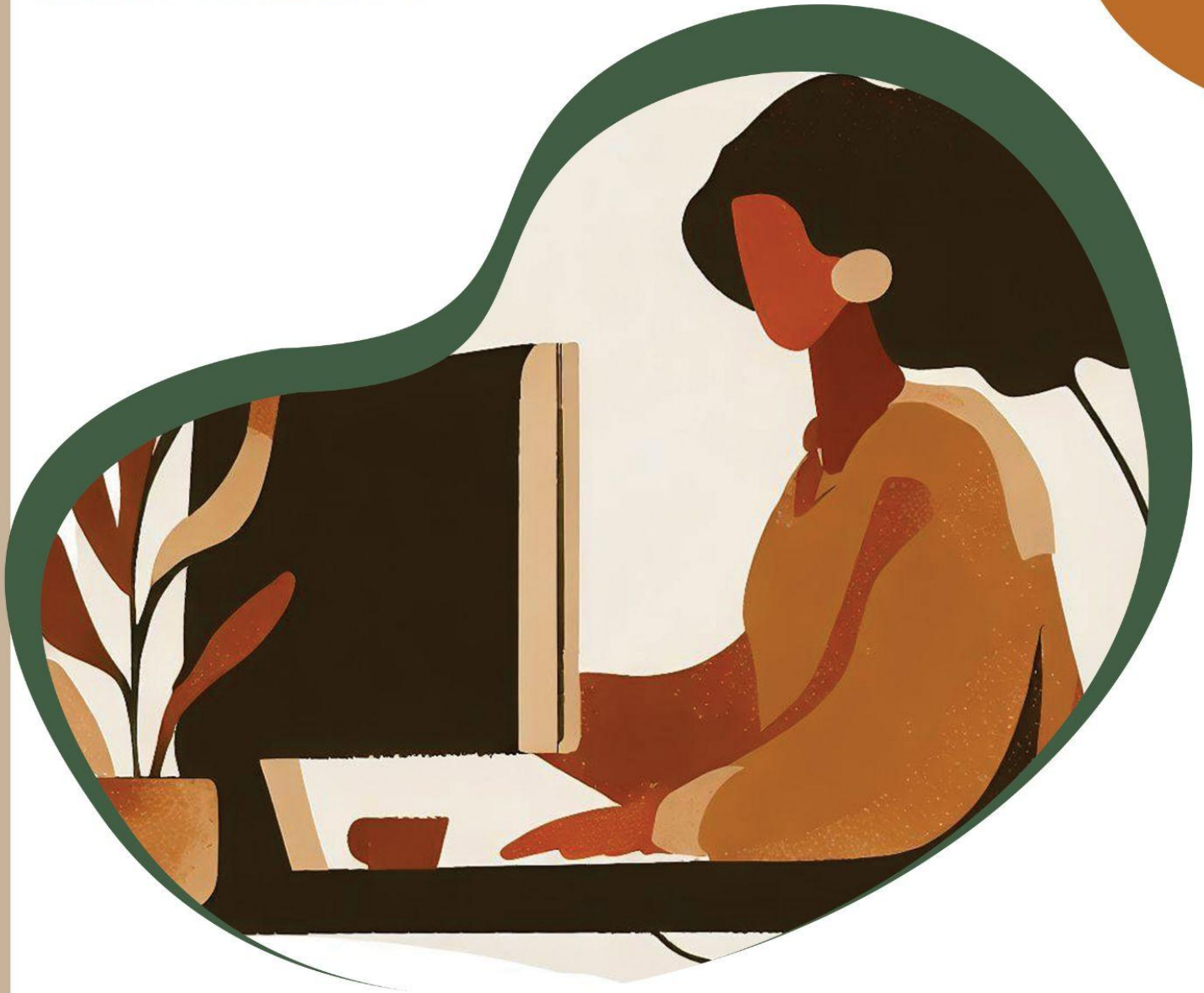




# Course Syllabus

ENGAGING PARENTS TO INCREASE  
STUDENT ACHIEVEMENT



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**Engaging Parents to Increase Student Achievement**  
**112.5 Hours of Coursework**  
**3 Salary Points**

**Course Access:** Upon enrollment, you have 180 days to complete your online course in our [Learning Management System](#). If you have any questions about course access, please email [support@cecreditsonline.org](mailto:support@cecreditsonline.org), or call 425-788-7275 extension 104.

### **Course Description**

There is widespread recognition that increasing family engagement within schools and in their child's education benefits student achievement enormously, in addition to improving teacher morale and school-home communications. This course is designed to teach participants how to engage families in meaningful ways regardless of circumstance or parent population, and is founded on the mindset that all parents ultimately want to partner with teachers in supporting their child's education and overall success.

The course covers such topics as building strong relationships, establishing trust, employing effective communication systems, and planning and executing conferences effectively. Additionally, the course covers more sensitive topics such as engaging parents whose child has experienced trauma, is involved in bullying or harassment, has a disability, or is an English language learner. Participants will learn how to have difficult or "crucial" conversations in order to appropriately address scenarios in which emotions are strong, opinions vary, and the stakes are high. The Safety, Order and Rights® value set is presented as one framework for clarifying classroom expectations and school goals, and is generally a framework that everyone can buy into -- including parents.

This course will also walk participants through the steps of creating a plan for cultivating meaningful family engagement in their own practice. Participants will be prompted to compile best practices and key ideas throughout the course, which will culminate in the writing of an action plan for implementing these important components.

### **Course Objectives: By the end of the course, participants will:**

- Contrast parent involvement and family engagement, and recognize the positive effect that family engagement has on student outcomes.

- Explain how to build trusting and productive parent-teacher relationships using effective communication techniques and culturally responsive pedagogy.
- Summarize the 7-Step Conferencing Plan and other structures for effective parent-teacher conferencing.
- Define “Crucial Conversation” and describe strategies for how to refocus such conversations on student achievement and success.
- Describe how to navigate parent relationships when the child has a learning need or has experienced trauma, bullying, harassment, or an infringement on their civil rights.

### Alignment to the [Charlotte Danielson Framework for Teaching](#)

#### Domain 1: Planning and Preparation

- 1b Demonstrating Knowledge of Students

#### Domain 2: Classroom Environment

- 2a Creating an Environment of Respect and Rapport
- 2b Establishing a Culture for Learning
- 2d Managing Student Behavior

#### Domain 4: Professional Responsibilities

- 4b Maintaining Accurate Records
- 4c Communicating with Families
- 4e Growing and Developing Professionally

### Course Components

This course is comprised of interactive presentations, videos, readings, discussion boards, authentic tasks, and a final project. All elements of the course must be completed in order to obtain a letter of completion and/or credits.

#### Credit:

- For those taking this course for LAUSD Salary Points, this course has been approved by the JSPCC for that purpose. Upon successful completion, CE Credits Online will submit your paperwork to LAUSD for processing.
- For those taking this course for credit, upon completion, the necessary paperwork will be submitted to the university that was selected at the time of purchase. Please see [University Partners](#) on our homepage for more information.

## Course Outline

### Module 1: Why Family Engagement?

- The Challenges and The Rewards
  - Discussion Board: A Vision for Family Engagement
- Defining Family Engagement
  - Discussion Board: Your Local & State Guidelines for Family Engagement

### Module 2: Building Relationships

- The Safety, Order, and Rights Value Set®
- Laying The Groundwork
  - Discussion Board: Cultivating Trust
- Parent Communication Systems
- Culturally Responsive Practices
  - Discussion Board: Sharing Culturally Responsive Strategies

### Module 3: Effective Conferencing

- Planning for Conferences
  - Authentic Task: Collecting Data for Conferences
- Scripting Language & Selecting Resources
- The 7-Step Process for Conferencing
  - Discussion Board: The 7-Step Process
- More Conferencing Structures
  - Discussion Board: Sharing Conferencing Strategies

### Module 4: Crucial Conversations

- Introduction to Crucial Conversations
  - Discussion Board: The Challenge of Crucial Conversations in Schools
- How to Have a Crucial Conversation
  - Discussion Board: Preparing for a Crucial Conversation
- More Techniques for Difficult Conversations

### Module 5: Special Populations & Circumstances

- Supporting Students with Disabilities & English Language Learners
- Dealing With Trauma
  - Discussion Board: Sharing Trauma-Informed Strategies
- Dealing with Bullying & Harassment
  - Discussion Board: Creating a Bullying- and Harassment-Free Classroom
  - Authentic Task: Curated Parent Resources

- Classroom Practice Analysis

#### Module 6: Making Engagement Meaningful

- Academic Parent-Teacher Teams
  - Discussion Board: Home Visits & APTTs
- Home Visits
- Engagement for All
  - Discussion Board: Final Thoughts

#### **Final Project: Meaningful Family Engagement Plan**

Learners will build their plan for cultivating meaningful family engagement as they move throughout this course. Each module will prompt learners once or twice to revisit their Meaningful Family Engagement Plan to add a new section based on their most recent learnings. The plan culminates with learners creating a clear vision, measurable goals, and a detailed plan for how to achieve meaningful family engagement.

#### **Grading Policy**

Course Component	Percentage of Final Grade
Authentic Tasks (2)	30%
Classroom Practice Analysis	15%
Discussion Boards (12)	20%
Final Project	35%

You must have an 80% average in order to pass and obtain University credit for this course unless your district has specified otherwise.

#### **Compliance with and Commitment to the American Disabilities Act**

In compliance with Section 504 of the Rehabilitation Act and the Americans with Disabilities Act, participants who have any condition, either permanent or temporary, which might affect their ability to complete this course, are encouraged to reach out to [support@cecreditsonline.org](mailto:support@cecreditsonline.org) at the beginning of the course. We will make reasonable academic and accessibility accommodations to the course.

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**Academic Integrity Policy:**

Honesty is an essential aspect of academic integrity. Individual students are responsible for doing their own work and submitting original assignments as per the course directions. Individual students are responsible for doing their own work. Plagiarism and cheating of any kind will not be tolerated. This includes using information from the Internet without citing the website. Avoid plagiarism by appropriately acknowledging the source of the author's words and ideas.