



Sept. 1, 2021

Welcome new and returning Parents' Council representatives!

We hope that you and your family are continuing to remain well and safe during these unprecedented and challenging times. Thank you for volunteering to serve in this vital position within your school.

As the NAACP Parents' Council representative, it is our expectation that you serve as an advocate for Black students, people of color and their families in your school. We encourage you to create a partnership with another parent at your school to take on this important role. This position, though rewarding, comes with several responsibilities.

Responsibilities include:

- NAACP membership and attend Virtual Parents' Council monthly meetings
- Plan/support activities in your school related to parent involvement and student achievement and to support parents when issues arise as needed
- Work collaboratively on school projects with school staff and PTA/PTSA leadership
- Parent Council sub-committee engagement opportunities
- Join the PC list serve- NAACPParentsCouncil@groups.io | Home

This year we will continue to hold "virtual" meetings via Zoom to keep everyone safe and protected during the school year. Zoom information will be shared as the meetings near.

Our September 15th "**Let's Get Organized!**" meeting will assist school representatives in planning for the year. At this meeting, we will discuss the role of the Parents' Council representative, the NAACP/ MCPS Memorandum of Understanding (MOU) and provide information to assist with engaging and organizing parents and school staff.

We will also review the importance of building a relationship with the school PTA Executive team, your Principal and other administrative staff within your school. This will allow all parties to share in the goals/priorities for the new school year.

If you are unable to attend, please encourage someone from your school to do so. We like to ensure that all schools are represented at our monthly meetings so parents can benefit from the information that is shared.

We also ask that you respond to the survey link provided to allow us to get an idea of the needs of the parents at your school.

In the interim, we ask that visit our website at www.naacppc-md.org before the September meeting for additional guidance

Your copy of the **NAACP Parents' Council Handbook** and other important documents can be found there. This includes a one sheet Tri-fold that provides a snap shot of the Parents' Council mission and priority partnerships we have created over the years. We hope this information serves as a "Quick Reference Guide" for your convenience. Feel free to distribute this information to those who have general questions regarding the Parents' Council. **We have also provided a list of advocacy activities and best practices for additional reference below.**

Our goal is to serve as a resource for each of you even during these challenging times and we look forward to working with you this school year!

Sincerely,
NAACP Parents' Council Executive Team



ACTIVITIES, ADVOCACY, PROGRAMS & BEST PRACTICES

WHAT DO SCHOOL REPS DO?

PC Reps lead parents and guardians of African American students (or students of color), to identify concerns and create partnerships with the PTA and school administration, to address and overcome challenges. Reps also provide support and advocacy to parents and families with teachers, local school administration and MCPS administration to resolve problems that impact the education of our children.

Reps can also organize or take the lead on programs at your school to include Back to School Night (BTSN). This night is a great opportunity for reps to publicize the Parents' Council program at your school.

SUGGESTIONS ON HOW REPS CAN ORGANIZE MEETINGS AND ACTIVITIES?

Meet with your principal and obtain a list of parents of African American (and/or students of color) at your school. Create a calendar with dates and provide to PTA to include with their yearly calendar. Prepare a contact list for your parents to keep them informed. *Also ask principal about creating a Connect-Ed message to African American parents letting them know about the meeting. Invite principal and PTA president to the meeting.* Discuss the Parent Council at PTA meetings.

Meeting Examples:

1. Fall Meeting—Meet and Greet, plan interventions, set goals
2. Winter Meeting—Black History and/or mid-year assessment
3. Spring Meeting—Evaluate year, plan for next year, identify representative for the following school year when applicable

HOW DO REPS WORK WITH THE PTA?

The Parents' Council goals often align with the PTA because both groups advocate for students. Your school's PTA can supply funding for Parents' Council events as well as support. The Parents' Council Representative should sit on PTA executive committee.

WHAT PROGRAMS AND/OR ACTIVITIES HAVE BEEN PLANNED IN THE PAST?

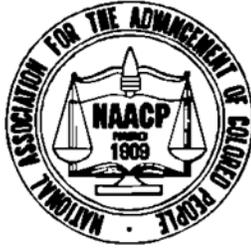
Representative have been creative and resourceful in planning. Here are a few ideas from representative over the years:

“Meet and Greet”: an informal gathering at the beginning of the school year to welcome new and returning African American families to your school

Family field Trips: **(Outside events strongly recommended)** Invite families to local sights of interest to African Americans, e.g., The National Museum of African American History & Culture; Sandy Spring Slave Museum and African Art Gallery.

Community Service Projects: Contact local community service organizations to discover needs and have students and families contribute time, supplies, etc.

Student Study Groups: Gather students to work and study together for homework, projects, MSA, HSA, SAT, ACT, etc.



African American Read-In: Invite students and parents to recite classical and original poetry. The National Council of Teachers of English sponsors this event.

Father's Group: Invite fathers to serve as mentors for boys at school.

Administrator Meeting: Invite administrators from the school to address parental and student concerns.

WHO DO REPRESENTATIVES CONTACT IF THERE ARE CONCERNS OR QUESTIONS?

The Parents' Council is a team of people who are advocating for students and you throughout the year. The Parents' Council has skilled advisors who have worked with the school system and can offer advice and examples to help you as a Parents' Council Representative. There are also Cluster Representatives to answer organizational questions and offer guidance. Representatives should make an effort to know their cluster representative and meet with them to discuss plans at their respective schools.

WHAT ARE PARENTS' COUNCIL "BEST PRACTICES" FOR MY SCHOOL?

1. Try to schedule meetings at the same time and same day so parents become familiar with the organization.
2. When parents attend meeting suggest action or to do items (i.e. take minutes for a meeting, assist with planning the next meeting, take the lead on committee engagement)
3. Attend the monthly virtual Parents' Council meetings and share meeting dates with your parents. These information-filled meetings provide opportunities to meet with other Reps and bring information back to your school's Parents' Council.
4. Develop an email/social media group to enhance communication.
5. Prepare a budget and meeting dates (if applicable) and submit to the PTA before the end of the school year. If the school year has already started, submit dates and budget as soon as possible.
6. Set up a date and time, (monthly, quarterly, etc.) to meet with principal in person or via telephone.
7. When parents have a concern, ask them to put it in writing or via email. It helps the parent and the Representative to discuss the concern.
8. Develop a yearly event that your community will look forward to and expect and expect each year (i.e. Achievement Awards Programs, African American Read-In, Donuts for Dads, Muffins for Moms, etc.).

WHY BECOME A PARENTS' COUNCIL REP?

To help students achieve success. You can advocate for students, meet the administration, develop partnerships with other organizations, and have fun.