



The Family Partnership Group *at the* Argonne Child Development Center



Our Mission:

The goal as a member of the Family Partnership Group is to **partner with** and be a **contributing member of the center** by, but not limited to, **assisting in** the flow of **communication, organization and the planning of special events**. By working as a community representative of the Center, the Family Partnership Group will be a contributing factor in providing culture as well as enhancing the care and flexible responsive services that meet and anticipate the needs of families and their children. Parents will be encouraged to share constructive thoughts, ideas and information freely as they pertain to the above-mentioned goals.

Who is the Family Partnership Group?

The Family Partnership Group is made up of a parent representatives from all age groups as well as members of the center leadership team (Director, Assistant Director, Regional Manager). The goal is to have one parent representative from each classroom. If more than one parent from a classroom is interested in participating, the parents can work together and share the role. All parent participation will be welcomed and no one will be turned away who wants to be involved.

The position of Room Representative typically lasts one year or until the parent experiences a classroom change due to their child's transition. At that time a communication will be distributed to entire classroom asking for a new Room Representative to step forward. Room Representatives should try to include both full-time and part-time parents, reflect the diversity of the community. All age groups should be represented as well, including School-Age where applicable.

What are the Family Partnership Groups responsibilities?

- To **represent** their respective classrooms at the Child Care Center acting, as an advocate for the children and their families.
- To **act as a channel** between families and staff of the Center bringing questions, concerns or appreciations about the program to the attention of the classroom staff and respective leadership team members.
- To **listen and encourage** open communication between families and staff.
- To work in close **partnership** with staff by supporting them in their respective classroom with volunteer activities (helping with special projects, being a guest reader for the children, etc.).
- To **plan special and cultural events** and related activities at the Center, (i.e., Annual Cultural Calendar, Anniversary Celebration or other events typically held at the center each year). To provide general feedback and suggestions after events to improve the events going forward.
- To **recognize** the classroom teachers on their birthdays, length of service anniversaries, for promotions, other life celebrations at the center.
- The Family Partnership Group is not a decision making body and does not work independently of the Center.
- The Room Representatives do not use their position to express their personal opinions about the programs or staff.

When does the Family Partnership Group meet?

The Family Partnership Group will meet monthly with the Director for one half hour at a time at a regularly scheduled day and time agreed to by the majority – currently the second Tuesday of the month at 12pm. Group meetings will occur monthly and agendas will be developed with input from the members. Attendance and meeting minutes will be documented. Minutes will be sent to all families of the center and the client liaison. Special Project Meetings will occur around specific center activities or events as warranted. Regular attendance at the ACDC Parent Association's monthly meetings is expected although the occasional absence is understood.



Family Partnership Group – Room Representatives

Parents representing each classroom or age group (depending on the size of the center) meet with the Director on a monthly basis to discuss "how things are going," and to plan any desired special events or activities. The topics discussed stem from information collected by Room Representatives and the Director. Minutes are generated from each meeting and distributed.

What is the role of a Room Representatives?

Room Representatives volunteer for about a year or for the length of time their child is enrolled in the classroom.

The role of the Room Representative is to help facilitate discussion of parent questions, suggestions and concerns within the classroom. Room Representatives are not a decision making body and do not work independently. The Family Partnership Group meeting is a forum for discussion, problem solving and planning between families and administration. We ask that Room Representatives do not use their position to express their personal opinions about programs or policies through Argonne Child Development Center communication systems. We expect Room Representative to remain objective and be a spokesperson for classroom families.

Why is the Room Representatives System Important?

We believe parents are full partners who are respected, valued and listened to. The Room Representatives System is important to parents because parents are the advocates for and the experts on their own children, and it is their responsibility (along with center faculty) to ensure their children have the care they deserve. Room Representatives are an essential quality control mechanism. We expect parents to bring to light important questions and concerns, as well as share their expertise. Parents acting as informed consumers of childcare help us define what quality is at the center and provide better care and flexible, responsive services that meet and anticipate the needs of families.

Room Representatives

Infants –Cory Flowers

Toddlers –

Twos – Gilles Doumy, Laura Lodewyck, Anne Marie March, Cassie Rubly

Preschool – Beth Crowe, Janet Ford

Kindergarten Prep – Wenli Bi, Natalie Evans, Jen Powell

If you are interested in becoming a Room Representative, please let us know.