



HPS Guidelines for Initiatives Provided by The Family Resource Center

Project Success is a Livingston County agency-supported initiative provided to HPS schools for the purpose of building the 40 developmental assets we know are important to adolescents. Financial funding for this initiative is provided through a federal grant flowing through the *Washtenaw Community Health Organization* (WCHO). The WCHO services 5 community agencies, with a representative from each of these organizations serving on the community coalition, *Livingston County Community Alliance* (LCCA).

The community agency *The Family Resource Center* is assigned to provide services to Howell Public Schools and offers to do so through several student components, including *Project Success*, as well as a parent component, *Creating Lasting Family Connections*. *Project Success*, described in more detail below, provides a Project Success Counselor (PSC) to work within each of the HPS secondary schools one day/week. *Project Success* and other agency supported initiatives are to be publicized to secondary staff through materials and staff meetings and publicized to parents and students through orientation materials, various meetings and the HPS web site. It is our mission that our school community is fully aware of all aspects of each component we provide.

Student Components

Kick-Butt Day (Middle School) (Anti-smoking initiative)

Project Success Groups (Middle and High School)

- Selection of Students
 - After distributing descriptions of Project Success, as well as group descriptions and requirements, students will be chosen for participation in groups through counselor recommendation, teacher recommendation, parent recommendation, student request, and/or student survey interests.
 - All surveying done with students must meet HPS Board Policy and Guidelines
 - HPS counselor(s), in collaboration with administration, will facilitate the selection of students participating in a group, without the PCS involvement
 - All students selected will receive a parent permission slip that includes the group course outline for full disclosure to parents.
 - All students selected for participation must return a signed Project Success permission slip, and this form should go into the student's CA60 as documentation of a parent waiver from scheduled instruction.
 - A selected student is responsible for making up all assignments from class sessions he/she missed due to participation in project success.
- Scheduling of Group Meetings
 - Students meet in groups during the instructional day.
 - A Project Success group meeting will last for one class period.
 - Project Success groups will normally run 6-8 weeks.
 - Groups will normally range in size of 8-10 students
 - Students may not be pulled from instruction in any ELA, math or science class to participate in Project Success.
 - Students may not be pulled from IEPed special education servicing to participate in Project Success.

- Meeting Facilitation:
 - The PCS and a HPS counselor will meet with students for each meeting that takes place. At no time is the PCS to be facilitating with a HPS counselor present.
 - All case management activities involve the HPS counselor.
 - Counselors are forthright with students and their parents that any student behaviors that are discovered to be illegal or potentially harmful to self or others must be shared with administration and possibly law enforcement and Child Protective Services.
 - Materials for groups will be shared and approved by counselors and administration, per HPS Board Policy, before the beginning of the group's formation.
 - Groups will meet in a room/area designated by the school's administration.

- Approved Group Topics as of March 2011:
 - Coping Skills
 - Divorce
 - Insight (dangers of specific substances: alcohol, marijuana, prescription drugs, and heroin)
 - Teen Choices

Information on Adolescent Issues provided at Parent-Teacher Conferences (Middle and High School)

Prom and Graduation Safety Awareness (High School) PCS works in collaboration with student leaders to distribute materials to keep teens safe during Prom and Graduation.

Challenge Day (High School)

Parent Component

Creating Lasting Family Connections

Creating Lasting Family Connections is an evening parenting-support group, facilitated by the Project Success Counselor (PCS) that provides support and education for parents raising teenagers with a focus on substance use prevention. Creating Lasting Family Connections is a FREE eight-week program designed to support parents raising teens. The program will help parents who are struggling through the teen years learn effective strategies to improve their family relationships and reinforce positive changes. Weekly educational components include: understanding adolescent physical and brain development, parenting techniques to improve communication, reduce conflict and improve follow through with consequences and identification of adolescent substance use patterns and behavior changes that could lead to problem behavior. Individual family counseling sessions are available during the eight weeks, or as a follow-up to families requesting additional help. Three agencies will provide Creating Lasting Family Connections classes under the Livingston Community Prevention Project. This is a grant-funded class with no fee.

- The PCS may facilitate this voluntary meeting without a HPS counselor or administrator present.
- HPS administration will assist the PCS in communications of the meetings, as well as building use.
- Meetings take place in the early evening and usually run for 8 sessions/weeks. During the first session the PCS meets one on one with each family, with the remaining 7 sessions formatted as a group meeting.

Board Policies that relate to this initiative include: 2250 Innovative Programs, 2411 Guidance and Counseling, 2430.01 Special Programs by Community Volunteers, 5530 Drug Prevention and 5780 Student/Parent Rights