

Thank you for downloading California DECA's "Parent Night Guidelines". Please use this resource to set up a parent's' night at your school so they know what to expect when their child registers for DECA. By doing so, both students and parents will be willing to become part of this exciting organization!

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## "Parent Night Guidelines"

### **What is Parent Night?**

Parent Night is an event you host in your own chapter to share information with the parents of your members. Parent Night meetings generally last about an hour and give you time to explain what DECA has to offer and how it has impacted other members who have been part of the organization before. Parents will also have time to ask questions.

### **What are the benefits of offering a Parent Night?**

Even though Parent Nights take a little work to plan and organize, they are extremely helpful- once parents have a better understanding of DECA, they will be more willing to contribute to their student's success. Having a Parent Night will help students in the long run as well.

### **How should I structure the Parent Night meeting?**

You may want to provide overall structure to the meeting by creating a PowerPoint presentation that outlines your agenda. Don't make the pages too wordy – simply list topics that you want to discuss. As you go through the presentation, you'll be prompted to discuss important issues and you'll be less likely to get off course with parents' questions. Make sure to provide time at the end of the presentation to answer questions. To make the presentation more interesting, take digital photos of your chapter during the weeks before the meeting and put them in your slides. If time allows, you can engage the parents in a simple activity like having them fill out the DECA diamond (inner and outer points). Most of all respect the fact that parents are busy people and keep the meeting to one hour or less.

### **What topics should I plan to cover?**

Look out for the Parent Night DECA PowerPoint when it is released for more pointers! Personalize your PowerPoint by adding pictures of your own members.

### **How can I boost attendance at Parent Night?**

- A few weeks before the event, send a letter home with each member to ensure the parents will hear of the event.
- Send out additional emails to parents informing them of the event.
- Plan the event for the early evening when it's convenient for parents to attend. 6:00 p.m. works well.
- Provide light refreshments for the parents.