

## Parent Education Project

	<b><u>WRITTEN DESCRIPTION:</u></b> Needs assessment Type/format of training Outside professional speakers Appendices (included)	<b><u>TRAINING SESSION:</u></b> Detailed description of one session: location, number of attendees, materials needed, time frame, room arrangement, other pertinent factors such as meeting the diverse needs of parents	<b><u>EVALUATION TOOL:</u></b> How will you know that the objectives have been met? How will you know specifically what the parents have learned? How will you know what needs to be changed for future training sessions?	<b><u>PRESENTATION:</u></b> Clear and understandable Important & accurate information Group worked cooperatively Shared responsibility
<b><u>ADVANCED</u></b> Exceeds Expectations	<i>Substantial and specific</i> details for needs assessment, type and format of training, and appendices <i>Evident control</i> of conventions of writing	<i>Substantial and specific</i> details for training session including location, number of attendees, materials needed, time frame, room arrangement, other pertinent factors such as meeting the diverse needs of parents	<i>Substantial and specific</i> ways to evaluate objectives being met, parent learning, and changes needed for future training sessions	<i>Substantial and specific</i> presentation including clear, understandable, important and accurate information, while demonstrating cooperation, and shared responsibility within the group
<b><u>PROFICIENT</u></b> Meets Expectations	<i>Sufficient</i> details for needs assessment, type and format of training, and appendices <i>Sufficient control</i> of conventions of writing	<i>Sufficient</i> details for training session including location, number of attendees, materials needed, time frame, room arrangement, other pertinent factors such as meeting the diverse needs of parents	<i>Sufficient</i> details for ways to evaluate objectives being met, parent learning, and changes needed for future training sessions	<i>Sufficient</i> presentation including clear, understandable, important, and accurate information, while demonstrating cooperation, and shared responsibility within the group
<b><u>BASIC</u></b> Does Not Meet Expectations	<i>Limited</i> details for needs assessment, type and format of training, and appendices <i>Limited control</i> of conventions of writing.	<i>Limited</i> details for training session including location, number of attendees, materials needed, time frame, room arrangement, other pertinent factors such as meeting the diverse needs of parents	<i>Limited</i> for ways to evaluate objectives being met, parent learning, and changes needed for future training sessions	<i>Limited</i> presentation including clear, understandable, important and accurate information, while demonstrating cooperation, and shared responsibility within the group
<b><u>BELOW BASIC</u></b> Does Not Meet Expectations	<i>Minimal</i> details for needs assessment, type, and format of training, and appendices. <i>Minimal control</i> of conventions of writing	<i>Minimal</i> details for training session including location, number of attendees, materials needed, time frame, room arrangement, other pertinent factors	<i>Minimal</i> for ways to evaluate objectives being met, parent learning, and changes needed for future training sessions	<i>Minimal</i> presentation including clear, understandable, important and accurate information, while demonstrating cooperation, and shared responsibility within the group

**NOTE:** This rubric was developed by Dr. Marcia Nell, Millersville University