

## **FAMILY MEETING PROCESS**

### **Lecture Discussion Points**

#### **1. Set a regular time**

- Choose a time that fits for your family
- Everyone can count on it happening
- It can be paired with a special treat – special dessert after meeting or family may play a game together
- Time fits with everyone’s schedule
- Time can be very short for young children, longer for older children

#### **2. Start with appreciations. Keep it positive.**

- Every person offers an appreciation to every other family member.
- It’s important to start with a positive atmosphere.
- Parents and children can learn to notice the positive things others do and say “Thank you.”
- Mention positive behavior in a positive way. Do not say, “Thank you for NOT……”

#### **3. Have a written agenda**

- Post a list on the fridge or other bulletin board
- An agenda gives focus to the meeting.
- Everyone can add an issue to the agenda.
- Agenda items should be things that can be solved or at least discussed - in the family. Some issues remain the responsibility of the parents. This can depend on the age of the children.

#### **4. Someone is the leader. Adults lead at the beginning; later children can lead the meeting.**

- The parent demonstrates respectful communication as well as the problem solving process.
- Children who lead the meeting have a chance to practice thinking “what’s good for everybody”, not just “what I want.”

#### **5. Someone keeps notes of issues.**

This can be a record of what was discussed and has been decided.

#### **6. Use good communication skills: no interrupting, criticism,. etc.**

## **7. Use the Problem Solving Process**

### **STEP 1: SET THE STAGE**

### **STEP 2: DEFINE THE PROBLEM**

### **STEP 3: GENERATE POSSIBLE ALTERNATIVES (BRAINSTORM)**

- Thinking of “silly ideas” may lead to a good idea that works.
- Children can feel free to contribute ideas.
- Evaluate ideas based on the “**3 R**’s” – Is it”
  - Reasonable?
  - Respectful?
  - Related

### **STEP 4: COMPARE ALTERNATIVES**

### **STEP 5: CHOOSE AN ALTERNATIVE**

### **STEP 6: TAKE ACTION**

## **7. Decide on a plan**

- Make sure everyone understands the plan
- Write the plan in the meeting notes

## **8. Evaluate at the next meeting**

- This gives an opportunity for appreciations for good work
- If the plan didn’t work completely, give credit for the part that worked. Maybe the plan needs to be changed.
- Focus on reaching a solution that everyone can work on rather than blaming finding fault.

*Remember – you are not only solving problems,  
you are teaching skills and building relationships.*