

Family Improvement Project  
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Re-create the Family Rules:

- Hold a family meeting (include all household family members) to brainstorm what rules each person thinks is vital to promoting a healthy family system.
- Members may chart their rules on the worksheet below; family leader writes each person's suggested rules on a poster board
- Bring the poster board or a list of the rules to your next counseling meeting to help break them down to a short and comprehensive list; sample list of rules show below
- Create posters with the final rules to post in each room in the house and family vehicles

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As part of a family improvement plan, list 4 or more Family Rules you think would help improve yourself and the family. Family Rules are to be followed by everyone in the family.

1.

2.

3

4.

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***Sample List of Rules***  
***Our Family Rules***

- Use firm, fair, & calm hands-off discipline
- Follow directions without a fuss the first time (no back talk, banter, and/or arguing)
- Follow family schedule
- Complete assigned personal and family service jobs
- Freedom of Speech (each child is given the option to meet with parent(s) for up to 5 minutes to say whatever is on their mind while the parent(s) may only listen; parent(s) delay responding to what was said for at least 3 hours
- Actively listen to each other
- Take a self-time out when feel the need to calm down
- Healthy positive touch only; no physical violence/fighting
- Healthy positive words only; no verbal violence/no bullying or teasing

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Brainstorm Goals for each Child to Achieve:

- List goals for each child to achieve
- Bring the goals lists to your next counseling meeting to help narrow the list down to three briefly stated behavioral goals
- An individualized point system will be constructed to house each child's goals
- Today alcohol and drugs are a significant part of our society today; thus, consider exploring random drug testing children ages 13 and over

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*Daily Positive Point System*

Name:		Date:		End of Week Point Goal=	
Day/Goals	Complete Homework, Personal Service, & Family Community Service  To be Checked by Parents	Follow Directions the First Time Without a Fuss  No Arguing or Debating	Actively Listen without Interrupting	Point Totals  Earn up to 10 points per goal. Earn up to 30 points per session.  Earn up to 90 points per day.  Earn up to 630 points per week.  .	Daily Reward  You need _____ Points to earn a reward at the end of each session today.
AM SESSION  Wake-up Time until 12 NOON					
PM SESSION  12 NOON until 4PM					
EVENING SESSION  4PM until 8 PM					
NA	NA	NA	NA	Daily Point Total =	Earn End of the Week Reward for Earning at Least _____ Points.  Your End of the Week Reward is:







**If I do not meet my end of the week point goal, then I repeat the week with the same point goal and reward.**

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*Daily Positive Point System*

Name:		Date:		End of Week Point Goal=	
Day/Goals	Complete Homework, Personal Service, & Family Community Service  To be Checked by Parents	Follow Directions the First Time Without a Fuss  No Arguing or Debating	Actively Listen without Interrupting	Point Totals  Earn  For meeting your goal.  One  equals 10 points.  Earn a  straight face for partially earning your goal. One  equals five points.  Earn a  face for not meeting your goal.   equal no points.	Daily Reward  You need _____ Points to earn a reward at the end of each session today.
AM SESSION  Wake-up Time until 12 NOON					
PM SESSION  12 NOON until 4PM					
EVENING SESSION  4PM until 8 PM					
NA	NA	NA	NA	Daily Point Total =	Earn End of the Week Reward for Earning at Least _____ Points.  Your End of the Week Reward is:

**If I do not meet my end of the week point goal, then I repeat the week with the same point goal and reward.**

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Brainstorm Rewards for each Child:

- Brainstorm rewards for each
- Have each child create a list of rewards they would like to earn for earning their points
- Rewards should be developed for daily rewards (days are to be broken down into three sessions (morning, afternoon, and evening sessions) which will each offer a small reward , such as 15 minutes of technology time or 15 minutes to go outside to kick the soccer ball
- Rewards should be developed for weekly rewards; the point system keeps track of the child's daily point totals yielding a weekly total. If the child earns enough points at the week's end, then they will earn a medium reward, such as clothing article, sleepover with a friend, special diner night out
- Rewards should be developed for developed for monthly rewards; the point system keeps track of the child's monthly totals allowing them to earn a big reward if they earn enough points, such as a technical device, laser tag, special trip

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Create your wish list of possible rewards for following the family rules.
List Your Reasonable Possible Rewards Below:
List 2 of Your Fantasy or Dream Rewards Below:



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Employ 4 Step Discipline Technique:

***Changing Behavior Equation:***

**40% = *Building a Relationship with Your Child!!* +**

25% = Clear Rules +

25% = Monitoring the Rules and Teaching the Rules +

10% = Consequences

Note: REMAIN NEUTRAL & DON'T PERSONALIZE WHEN EXECUTING DISCIPLINE

- Shift from “normal” voice to firm voice while not showing any anger or judgment
- See chart below
- Non-physical Timeout involve stating ,”You have had 3 reminders for arguing and need to take a timeout for 10 minutes”; if they the child does not comply, then simply use the Repetitive Technique which involves you repeating a mantra such as “take your timeout” over and over again until compliance is achieved; you need to shadow the child chanting the mantra until they comply
- Physical Timeout involves stating , ”You have had 3 reminders for arguing and need to take a timeout for 10 minutes”; if they do not comply, then without any talking by yourself safely pick the child up and put he or she into timeout, and keep doing this until the child complies

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Technique	Consequence	Example
Reminder 1  After giving reminder take 5 deep breaths (see directions below) and then proceed to next reminder as needed	None	This is your first reminder to not argue. I have faith in you to control yourself & earn your points and reward.
Reminder 2  After giving reminder take 5 deep breaths (see directions below) and then proceed to next reminder as needed	Lose partial points at discretion of parent	This is your second reminder to not argue. I have faith in you to control yourself & earn your points and reward.
Reminder 3  After giving reminder take 5 deep breaths (see directions below) and then proceed to time out as needed	Lose all 10 points in that goal area	This is your third reminder to not argue. You have lost 10 points. I have faith in you to control yourself & avoid a timeout.
Timeout <b>Non-physical Timeout</b> involve stating ,”You have had 3 reminders for arguing and need to take a timeout for 10 minutes”; if they the child does not comply, then simply use the Repetitive Technique which involves you repeating a mantra such as “take your timeout” over and over again until compliance is achieved; you need to shadow the child chanting the mantra until they comply  <b>Physical Timeout</b> involves stating , ”You have had 3 reminders for arguing and need to take a timeout for 10 minutes”; if they do not comply, then without any talking by yourself safely pick the child up and put he or she into timeout, and keep doing this until the child complies	Timeout (1minute per year old) in a neutral predetermined location with few distractions. Child allowed to write or draw for expression. No conversation with the child. Parent sets timer and informs child when timeout is done.	You have had 3 reminders for arguing and need to take a timeout for 10 minutes.
Self-Timeout	Child earns bonus points	Child initiates this on his or her own.

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## Diaphragmatic or Deep Breathing

Diaphragmatic or deep breathing involves an in and out movement of the abdomen and helps to reduce anxiety and panic.

Infants and children naturally breathe diaphragmatically. People change breathing patterns over time as an adaptation to stressful experiences. When psychological and physiological defenses to stress are activated, the chest and/or shoulder muscles are used for breathing causing more tension.

Practicing diaphragmatic or deep breathing promotes a feeling of general relaxation and can be a very effective coping tool to deal with stress and anxiety.

When doing diaphragmatic or deep breathing, the abdomen rises with each inhalation and lowers with each exhalation. The rate of breathing is slow with approximately ten breaths a minute.

Use diaphragmatic or deep breathing any time you feel physically or emotionally tense. You may want to practice every time you come to a red light; a red light means to stop and deep breath. Once the light turns green, you may breathe normally.

### **Here are some steps to practice:**

1. Rest one hand comfortably on your abdomen.
2. Inhale through your nose while feeling your abdomen push out with your hand and hold your abdomen OUT for about 3 to 5 second before exhaling. If you have nasal stuffiness or other nasal difficulties, inhale through your mouth.
3. Exhale through the nose or the mouth while feeling your abdomen push in with your hand and hold your abdomen IN for about 3 to 5 seconds before inhaling.
4. Practice completing 10 breaths.

### Teach Family Rules

- Hold Family Meetings to review the rules
- Create fun games to teach the rules, such as the “race to bed” game where you have the child compete against a stop watch to see how quick they may get ready for bed; do this in the early afternoon and have do it several times to beat their prior time; hold this game intermittently unit rule is mastered
- Post rules everywhere; create separate poster outlining the bedtime route, mealtime routine, car routine, bathroom routine

### Improve Your Relationship with Your Child

- Use Freedom of Speech daily with children (each child is given the option to meet with parent(s) for up to 5 minutes to say whatever is on their mind while the parent(s) may only listen; parent(s) delay responding to what was said for at least 3 hours)
- Take each child’s full body photograph and transfer onto butcher block poster paper (size of a standard door); hang near your main exit/entrance to the home; create rule to exit or enter the home everyone must write one positive word or phrase on each child’s life size photograph creating a Self-Esteem Collage
- Purchase feelings flashcards and have the child hang the card which reflects how they feel at each mealtime; endless activities may be created with feelings flashcards increasing communication and improving relationships

### Create A Family Schedule

- Hold Family Meeting to review the schedule
- Hold mini meetings to address schedule changes
- Incorporate personal, family, and paid jobs; see chart below
- Incorporate Freedom of Speech for the Parents and Children
- Incorporate Needs and Wants Assessments for Parents
- Include time to review Positive Point System Review
- Include Reward Time
- Include Free Style Time
- Include Parent Quiet Time

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“Chores” Chart Directions:

Use a chart for each family member putting their name in the top left-hand block. Coordinate the chores to be completed by type of service and days to be completed; the time the chore is to be completed can be noted in the box.

Make a fresh chart for each week for each family member to account for changes in schedule or chores. Try to keep things the same for about three months, and then make changes accordingly.

A person does not have to list a paid service chore unless they choose to do one.

Complete personal service jobs first, then family community service jobs, and last paid service jobs.

Create a bulletin board to list paid service jobs such as mowing the lawn. Jobs can be posted on an index card or piece of paper using pushpins. Indicate not only the job description but also how much it pays. Do not pay by the hour, instead pay by the job. Payment for work completed is to be made after the person who lists the job opportunity inspects the work and is satisfied. Also indicate the age restrictions for the specific job; for example, this job is limited to children 10 and under, or you must be 14 or older to participate in this job.

Service Chart Sample:  Family Member Participating:	Personal Service: (cleaning one's own space including: bathroom, bedroom/sleeping area, and laundry)	Family Community Service: (taking turns cleaning areas of the house shared by the whole family including: kitchen, living room, and family room)	Paid Service: (opportunities for family members to earn money including: mowing the lawn, weeding, or helping with a parents personal service activity)
<b>Monday</b>	*Picks up dirty laundry *Removes All Personal Belongings from Community Space *cleans personal bathroom, including toilet, sink, and shower	*Cleans all dishes and related stuff in kitchen (includes putting away dishes after they dry and cleaning sink and counter)	*Cleans mom' s bathroom for \$10 8 PM to 9 PM
<b>Tuesday</b>	*Picks up dirty laundry *Removes All Personal Belongings from Community Space	*Cleans all dishes and related stuff in kitchen (includes putting away dishes after they dry and cleaning sink and counter)	
<b>Wednesday</b>	*Picks up dirty laundry *Removes All Personal Belongings from Community Space *cleans personal bathroom, including toilet, sink, and shower	*Cleans all dishes and related stuff in kitchen (includes putting away dishes after they dry and cleaning sink and counter)	
<b>Thursday</b>	*Picks up dirty laundry *Removes All Personal Belongings from Community Space	*Cleans all dishes and related stuff in kitchen (includes putting away dishes after they dry and cleaning sink and counter)	
<b>Friday</b>	*Picks up dirty laundry *Removes All Personal Belongings from Community Space *cleans personal bathroom, including toilet, sink, and shower	*Cleans all dishes and related stuff in kitchen (includes putting away dishes after they dry and cleaning sink and counter)	
<b>Saturday</b>	*Picks up dirty laundry *Removes All Personal Belongings from Community Space	*Cleans all dishes and related stuff in kitchen (includes putting away dishes after they dry and cleaning sink and counter)	
<b>Sunday</b>	*Picks up dirty laundry *Removes All Personal Belongings from Community Space	*Cleans all dishes and related stuff in kitchen (includes putting away dishes after they dry and cleaning sink and counter)	

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### **Child/Parent Freedom of Speech**

- Do It Daily
- Do It Inperson Or By Telephone
- You Will Each Get 5 Minutes To Say Whatever Is On Your Mind Without Being Abusive (Put Downs)
- Each Of You Will Go One At A Time
- The Person Not Talking Is Not Allowed To Say Anything (They Can't Answer Questions, Make Comments, Or Defend Themselves)
- The Person Not Talking Will Simply Listen Without Showing Negative Body Language
- The Person Who Speaks Second May Not Talk About What The Other Person Brought Up In Their Five Minutes Of Freedom Of Speech
- Alternate Who Goes First And Second
- After The 10 Minutes, You Are Both To Not Talk About What Each Other Has Said Until At Least Three Hours Has Gone By

### **Child Freedom of Speech**

- Do It Daily
- Do It Inperson Or By Telephone
- Each Child Gets 10 Minutes To Say Whatever Is On Their Mind Without Being Abusive (Put Downs)
- After The 10 Minutes, The Parent Is To Not Talk About What Each Child Has Said Until At Least Three Hours Has Gone By

### **Couples' Needs & Wants Assessment**

- Set aside 30 minutes one day per week
- Don't try to distinguish between needs and wants
- Take turns telling each other what your greatest need or want is at that moment (for example, I need you to spend more time with our son, or I need to more alone time for self-reflection)
- The person listening needs to repeat what the greatest need or want is back to their partner to makes sure he/she understood the person accurately
- The person listening also needs to acknowledge whether or not he/she is able to assist their partner in achieving their want or need; it's not necessary for the person to always to be able to help their partner in achieving their want or need

# Homework Log

Student Name:

Grade:

DATE	READING	LANGUAGE ARTS	MATH	SOCIAL STUDIES	OTHER

Your child's homework is listed above by subject area.

I am happy to report your child:

	Followed class rules today
	Worked hard to finish assigned work today
	Listened and followed directions in class
	Got along with others as a team
	Learned a new skill in:
	Did a super job in:

I am unhappy to report that your child:

	Did not complete homework (list which homework):
	Did not follow the rules (list rule):
	Showed disrespect (list the disrespect):
	Other

Parents/Guardians: Please sign below and return to school with your child each day. You may write comments in the space below

\_\_\_\_\_  
Parent/Guardian Signature



### UNDERSTANDING ANGER

1. **Recognize you are angry and are fighting if another person is involved.**
2. **Take a self-time out to cool off when fighting directly with another person.**
3. **Spare children and teens from the toxic effects of fighting by never fighting in their immediate or indirect presence. Remember there's a better chance your children are watching you rather than you are watching them.**
4. **Recognize the many ways anger expresses itself (examples include: dangerous driving, sarcasm, leaving a mess behind for someone else, depressing, not listening and producing poor quality work). Anger seeps out unconsciously creating conflict unknowingly.**
5. **Acknowledge your anger as being an automatic response to your feelings being hurt.**
6. **Recognize your anger as being respect-worthy. Anger is what makes us human. Being angry does not mean we are bad; it means we are hurting in some way.**
7. **Realize the consequences of your anger. Acknowledge expressing anger in an unhealthy manner may result in a continuum of consequences ranging from death to having a loved one not speak to you for several days.**
8. **Assess the situation contributing to your anger by asking yourself: Is it a 10 minute, 10 hour, 10 days, or 10 years crisis? We tend to go to catastrophic or black and white thinking when we are angry; thus, it's critical to objectively assess the anger provoking situation.**
9. **Recognize when you are fighting both sides will discharge hurtful daggers targeting each other's most vulnerable facets. You can't take the daggers back and it's hard to not take them personal; this supports the need for taking a time-out.**
10. **Understand making-up from a fight does not mean you have to lose face. Making-up is a sign of boldness and will strengthen a relationship. For example, it's okay to say you are sorry for the way things went the other day or I am sorry for my contribution in the fight last night.**
11. **See the real win in any fight is the ability of two people to make-up and move forward with forgiveness. We are all doing the best we can based on our genetics, environment, family of origin, and spiritual determinants absolving us for the reasons why we do what we do.**
12. **Recognize we are still responsible for the consequences of our behavior.**