

CFS-161: WORKING WITH FAMILIES

Justification for this inactivation request

Course not offered in more than three years.

Effective Term

Fall 2026

CC Approval

10/03/2025

AS Approval

10/09/2025

BOT Approval

10/16/2025

COCI Approval

02/23/2026

SECTION A - Course Data Elements

CB04 Credit Status

Credit - Degree Applicable

Discipline

Minimum Qualifications	And/Or
Child Development/Early Childhood Education (Master's Degree)	

Subject Code

CFS - Child and Family Studies

Course Number

161

Department

Child and Family Studies & Education

Division

Career Education and Workforce Development (CEWD)

Full Course Title

Working With Families

Short Title

Working With Families

CB03 TOP Code

1305.00 - *Child Development/Early Care and Education

CB08 Basic Skills Status

NBS - Not Basic Skills

CB09 SAM Code

C - Clearly Occupational

SECTION B - Course Description

Catalog Course Description

This course explores the value of relationships between families and the staff within the school setting. Includes an in-depth exploration of key concepts on how to deal effectively with families.

SECTION C - Conditions on Enrollment**Open Entry/Open Exit**

No

Repeatability

Not Repeatable

Grading Options

Letter Grade or Pass/No Pass

Allow Audit

Yes

Requisites**SECTION D - Course Standards****Is this course variable unit?**

No

Units

3.00

Lecture Hours

54.00

Outside of Class Hours

108

Total Contact Hours

54

Total Student Hours

162

Distance Education Approval**Is this course offered through Distance Education?**

Yes

Online Delivery Methods

DE Modalities	Permanent or Emergency Only?
Entirely Online	Permanent
Hybrid	Permanent

SECTION E - Course Content**Student Learning Outcomes**

Upon satisfactory completion of the course, students will be able to:

1. Demonstrate knowledge of key concepts on working effectively with families.

Course Objectives

Upon satisfactory completion of the course, students will be able to:

1. Demonstrate skills in conducting parent education groups.
2. Support families in group settings.
3. Examine a variety of family patterns.
4. Compare racial, cultural economic and social factors affecting families.
5. Understand the elements of parent education.

Course Content

1. Why Parent Involvement?
2. Parents and Teachers as Partners: Issues and Challenges
 - a. Working with Families from Diverse Cultures
 - b. Working with Parents of Children with Special Needs
3. Communication
 - a. Written Correspondence
 - b. Verbal Communications
 - c. Home Visits
 - d. Parent Group Meetings
 - e. Parent-Teacher Conferences
4. Parent and Community Volunteers
5. Parents as Decision Makers: Empowerment in Process
6. Utilizing Community Networks and Collaborations

Methods of Instruction

Methods of Instruction

Types	Examples of learning activities
Lecture	

Online Adaptation

Types	Examples of learning activities
Activity	
Discussion	
Group Work	
Individualized Instruction	
Journal	
Lecture	

Instructor-Initiated Online Contact Types

Announcements/Bulletin Boards
 Chat Rooms
 Discussion Boards
 E-mail Communication
 Telephone Conversations
 Video or Teleconferencing

Student-Initiated Online Contact Types

Chat Rooms
 Discussions
 Group Work

Course design is accessible

Yes

Methods of Evaluation

Methods of Evaluation

Types	Examples of classroom assessments
Exams/Tests	Midterm and final on textbook materials
Projects	Research types of parenting styles and effective methods of parenting.
Homework	Response paper on chapter in text

Assignments

Reading Assignments

Reading assignments are based on textbook readings or instructor generated handouts.

For example:

1. Read chapter 3 in "From Parents to Partners: Building a Family-Centered Early Childhood Program" which provides an overview of communicating effectively with families.
2. Read the book "Circle of Love: Relationships between Parents, Providers, and Children in Family Child Care" which specifically looks at working with families in family child care.

Writing Assignments

1. Parenting session

For example: In groups, students will lead a parenting session for the class complete with handouts and activities.

2. Case studies

For example: In small groups students will be provided with a family case study. Each group will develop a response for effectively working with the family based on the family's needs and the school setting.

SECTION F - Textbooks and Instructional Materials

Material Type

Textbook

Author

Keyser, Janice

Title

From Parents to Partners: Building a Family-Centered Early Childhood Program

Publisher

Red Leaf Press

Year

2017

ISBN #

1605545147

Material Type

Textbook

Author

Powers, Julie

Title

Parent Engagement in Early Learning: Strategies for Working Well with Parents

Publisher

Red Leaf Press

Year

2016

Rationale

relevant content even with 2005 date

ISBN #

9781605544380

SECTION G - Diversity, Equity and Inclusivity

Course Codes (Admin Only)

CB00 State ID

CCC000323358

CB10 Cooperative Work Experience Status

N - Is Not Part of a Cooperative Work Experience Education Program

CB11 Course Classification Status

Y - Credit Course

CB13 Special Class Status

N - The Course is Not an Approved Special Class

CB23 Funding Agency Category

Y - Not Applicable (Funding Not Used)

CB24 Program Course Status

Program Applicable

Allow Pass/No Pass

Yes

Only Pass/No Pass

No