

## Are you looking for tips on how to get a BKFK program into your child's classroom or extracurricular program? Check out these guidelines!

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### *Guidelines for working with your child's classroom teacher:*

#### **1. Develop a good relationship with the teacher.**

If the teacher knows you're a supportive parent, you have a much better chance of success.

#### **2. Send an email or note to the teacher about the specific program.**

Your goal is to get your child's teacher to use a BKFK program in class. Here are some things to consider:

- Be sure to use a positive approach.
- Be concise and get to the point. Teachers are busy and get lots of emails.
- State your purpose upfront.
- Be sure to say that BKFK programs are free and standards-based.
- Include a link to the specific program or a flyer about the program.
- Ask the teacher to get back to you with his/her thoughts.
- Offer support and tell him/her to feel free to contact you with questions.

Sample email to use *Secret Millionaires Club* Learn & Earn program in the classroom:

*Hi (your child's teacher):*

*I wanted to let you know about a great financial fitness program I found which might be useful and fun for you to use in class. It's the Secret Millionaires Club Learn & Earn program, created by By Kids For Kids (BKFK). Kids learn basic money skills, entrepreneurship, problem-solving, and more. All of the materials are free and online for teachers to use. Plus, BKFK is known to create materials which are standards-based and easy to implement. You can check it out at (include link).*

*Let me know what you think. I'm happy to help and answer any questions you might have. Thank you.*

- If the teacher's initial response is negative, ask what it would take to use the program and/or set up a meeting with the principal.

#### **3. When the teacher implements the program, be sure to offer support and thank him/her.**

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### *Guidelines for working with your school principal:*

#### **1. Develop a good relationship with the principal.**

If the principal knows you are an active and supportive parent, you have a much better chance of success.

#### **2. Set up a meeting with your principal.**

Your goal is to get the principal to use a BKFK program at your school.

- Call or email your principal and ask to meet regarding an academic program you're interested in sharing with him/her.
- Be sure to say in your initial contact that the program is free, standards-based and easy for teachers to use.
- Tell the principal that you only need 15-20 minutes for a meeting.

Sample email to schedule a meeting:

*Dear (your child's principal):*

*I'd like to set up a meeting with you to discuss an academic enrichment program I recently became aware of. The program is free, standards-based and easy to implement. I think it would benefit the students in our school and teachers would find it helpful. I only need about 15 minutes of your time. Please let me know when you're available.*

*Thank you.*

### **3. At the meeting:**

- Be sure to use a positive approach.
- Be concise and get to the point. School principals are very busy.
- State your purpose upfront: your desire to use a BKFK program at your school.
- Be sure to say that BKFK programs are free and standards-based.
- Give him/her a flyer about the program or a sample activity.
- Request his/her support
- Be creative and persistent! If a BKFK program cannot be used during school hours, suggest using the program during before/after school programs.
- If the principal's initial response is negative, ask what it would take to introduce a BKFK program at your school.

### **4. When the program is implemented, be sure to thank the principal and offer your support.**

### *Guidelines for working with your child's extracurricular program leader:*

#### **1. Send an email or note to the leader about the specific program.**

Your goal is to get your child's program leader to use a BKFK program. Here are some things to consider:

- Be sure to use a positive approach.
- Be concise and get to the point.
- State your purpose upfront.
- Be sure to say that BKFK programs are free and fun.
- Include a link to the specific program or a flyer about the program.
- Ask the leader to get back to you with his/her thoughts.
- Offer support and tell him/her to feel free to ask you for any questions.

Sample email to encourage use of *Secret Millionaires Club* Learn & Earn program:

*Hi (your child's program leader):*

*I wanted to let you know about a great enrichment program I found which might be fun for you to use in (name of extracurricular program). It's the Secret Millionaires Club Learn & Earn program, created by By Kids For Kids (BKFK). Kids learn the basics of money management, entrepreneurship, financial fitness, and more. All of the materials are free and available online. Plus, BKFK is known to create materials which are easy to implement and fun. You can check it out at (include link).*

*Let me know what you think. I'm happy to help and answer any questions you might have. Thank you.*

- If the leader's initial response is negative, ask what it would take to use the program.

**2. When the leader implements the program, be sure to offer support and thank him/her.**

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