


STRENGTHENING PARENT CENTER CAPACITY



**PARENT TECHNICAL
ASSISTANCE CENTERS**


**Professional Development
for Boards**



Why PD Resources?

- Nonprofit management - most requested TA from RPTACs
- OSEP Supplement - to develop products for coordinated professional development (PD) for Directors in all 6 regions
- **GOAL:** Provide nonprofit management PD resources that will **increase the capacity** of Parent Center Boards, CEO/EDs, and Project Directors to effectively maintain a stable, effective nonprofit organization, capable of carrying out Federal grant requirements
- Six PD Tool Kits by 9/30/18

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Who is Developing the Resources?


PTAC Contributors:

- Diana Autin & Carolyn Hayer, NE-PACT/Region 1 PTAC, SPAN
- Connie Hawkins, Rene Averitt-Sanzone, Laura Weber, Region 2 PTAC, ECAC
- Debi Tucker, Stephanie Moss, Region 3 PTAC, P2P of GA
- Courtney Salzer, Region 4 PTAC, WI FACETS
- Barb Buswell, Emily Rome, Region 5 PTAC, PEAK
- Nora Thompson, Region 6 PTAC, Matrix
- Debra Jennings, CPIR, SPAN

Production Team:

- Jan Serak, R4 PTAC, Project Director
- David Blanchard, R3 PTAC, Project Coordinator
- Glenda Hicks, Glenda Y. Hicks, CPA
- Rachel Howard, Rachel Howard Consulting

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What Are the 6 Tool Kits?

<p>1. Board Structure</p> <ul style="list-style-type: none"> • Board Recruitment • Board Orientation • The Board Book <p>2. Financial Management</p> <ul style="list-style-type: none"> • Form 990 • Financial Statements • Fundraising <p>3. Legal Responsibilities</p> <ul style="list-style-type: none"> • 3Ds (Duty of Care, Loyalty, Obedience) • Board Policies • Conflict of Interest 	<p>4. Board/Staff Responsibilities</p> <ul style="list-style-type: none"> • Management vs Governance • Evaluation of the ED • OSEP Board Responsibilities <p>5. Succession Planning</p> <ul style="list-style-type: none"> • Emergency Planning • Succession Planning • Board Member Succession <p>6. Strategic Planning</p> <ul style="list-style-type: none"> • Why a Strategic Plan is Important • How to Prepare a Strategic Plan • Implementing a Strategic Plan
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What's in Each Tool Kit?

- How to Use this Tool Kit
- 3 Videos
- 3 Dialogue Guides
- 3 FAQ Sheets
- 1 Resource List
- 1 Evaluation Form

66 Products!

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How Do I Use Them?

- Pick a Tool Kit
- Show [Video](#) (11-21 min)
- Use Dialogue Guide to connect video with your Parent Center (10-15+ min)
- Use Resource List as HO &/or activities (1-15+ min)
- Use FAQ Sheet as HO &/or discussion (1-15+ min)
- Evaluation form (2 min)

25+ minutes

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Where to Find Everything?

- CPIR to create a shared space online
- Electronic repository will include 6 Tool Kits
- Accessible by Board, ED, Project Director

- Is there need for a networking space?

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Where to Start?

- What are your Parent Center Board's **5 most challenging areas** to effectively maintain a stable, effective nonprofit organization, capable of carrying out Federal grant requirements?
- Pick a topic and draft an agenda for your first Board PD

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