

Early Childhood Education

# Beginning Business Administration Series for Directors of Child Care Centers Cohort #3



Topics include: Iron Triangle; Budgeting Financial Statements; and other business issues

**May 9th - 12:30PM - 3:30PM**

**May 16th - 12:30PM - 3:30PM**

**May 23rd - 1:00PM - 4:00PM**

**May 30th - 12:30PM - 3:30PM**

## Requirements

Participants are expected to: 1) Attend all Sessions; 2) arrive on time; 3) stay for the entire scheduled session; 4) participate during sessions; 5) complete a pre/post assessment

**ALL MEETINGS WILL BE DONE VIA ZOOM.**

There will be opportunity for active participation

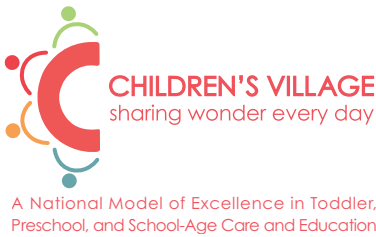
**Apply by April 12th before spots run out!**

Complete the form on the back of the flyer. Scan and e-mail it as an attachment to: [HuanC@childrensvillagephila.org](mailto:HuanC@childrensvillagephila.org)

Email any questions you may have to Huan Chen at: [HuanC@childrensvillagephila.org](mailto:HuanC@childrensvillagephila.org)



A National Model of Excellence in Toddler, Preschool, and School-Age Care and Education



# Early Childhood Education Beginning Business Administration Series for Directors of Child Care Centers

## SELECT COHORT YOU WISH TO ATTEND

- Cohort #1: Wednesdays 9:30am - 12:30pm : Oct 25, Nov 8, Nov 22 and Dec 6
- Cohort #2: Tuesdays 1:00pm - 4:00pm : Jan 16, Jan 23, Jan 30, and Feb 6th
- Cohort #3: Thursdays(Time varies): May 9, May 16, May 23 and May 29

## APPLICATION

NAME: \_\_\_\_\_ PHONE NUMBER: \_\_\_\_\_

TITLE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

NAME OF CENTER: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

STAR LEVEL: \_\_\_\_\_ NUMBER of STAFF: \_\_\_\_\_ NUMBER of SITES: \_\_\_\_\_ PD Registry ID#: \_\_\_\_\_

TYPES of FUNDING (CCIS, Head Start, PA PreK, PHL PreK, private pay, etc): \_\_\_\_\_

What are the biggest Challenges you face in meeting the administrative demands of your business? \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

What do you hope to gain by attending this course?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please describe your experience as a business manager?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

How did you learn about this training series? Please indicate all avenues that you heard about this series.

\_\_\_ ELRC mailing/email      \_\_\_ Colleague from my program      \_\_\_ SEPECC website  
\_\_\_ Colleague from another program      \_\_\_ Stars Quality Coach      Other: \_\_\_\_\_