

Earn 15  
PQAS  
Hours!

Early Childhood Education

# Beginning Business Administration Series for Directors of Child Care Centers

Sessions are from 9:30AM-12:00PM



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

- June 3rd
- June 8th
- June 11th
- June 15th
- June 17th
- June 22nd

## 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**

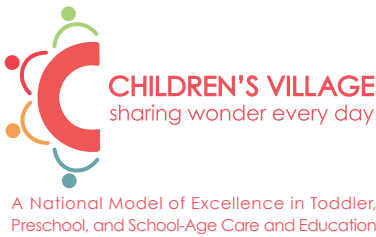
**Apply by June 1st before spots run out!**

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 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? \_\_\_\_\_

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What do you hope to gain by attending this course?

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Please describe your experience as a business manager?

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