VIP: **V**ery **I**mportant **P**arents –
The Parent Committee Institute

A Live Virtual Event
June 7-8, 2022
10:30 AM - 12:30 PM CT each day
(11:30-1:30 ET | 9:30-11:30 MT | 8:30-10:30 PT)

Developing effective Parent Committees ensures that all parents have a significant decision-making experience with support from program leadership and other decision makers, a process that supports school readiness. This institute aligns with two of OHS' Parent, Family and Community Engagement Framework's family engagement outcomes, *Families as Advocates and Leaders* and *Family Connections to Peers and Community*. Parents and program staff will have the opportunity to review, revise, and renew their commitment to implementing parent-driven Parent Committees and to address relevant program practices for today's parents.

Thoughtfully planned Parent Committees in partnership with parents helps ensure successful, meaningful leadership experiences. Every aspect of this institute will emphasize the importance of parents individualizing the Parent Committee to meet their needs.

The Standard Registration Fee is $435 per person. Members of **T/TAS@Your Service** may qualify for the Subscriber Rate of $400 per person. (Please visit **www.ttas.org** for information on how to become a subscriber.) For details on registering, including information on earning 0.4 (4 hours) Continuing Education Units (CEUs) for this event, please see page 4.

Learning Objectives

★   To explore staff perceptions of the Parent Committee and the specific tasks and roles parents play in the Parent Committee that incorporates leadership, advocacy, and networking.

★   To develop creative strategies to better engage families in the Parent Committee to ensure each parent has a significant decision-making experience throughout the program.

★   To gain a better understanding of the importance of the relationship between school readiness and the Parent Committee and parent transitions.

★   To increase the knowledge of relevant regulations, guidelines, and best practices relative to the Parent Committee.

Your Presenters

Robin Gadsden-Dupree, Ed.D, Family & Community Partnership Specialist, comes from a family of strong community activists. Her career has been devoted to working with children and families by reaffirming their strengths, values, culture, and community. Since 1977, Robin has worked in the Early Childhood profession as a pre-school teacher, day care director, infant/toddler family home provider, college campus child care director, college adjunct professor, Head Start home visitor, and Head Start Director. Robin has an Ed.D. in Organizational Leadership and Higher Educational Leadership and holds B.S. and M.S. degrees in Early Childhood Education. She is a certified teacher in nursery and K-6 in New York.

Krystal Heinzen Lindsey, JD, BA, is a Management Specialist with WKU T/TAS. In that capacity, she works with Head Start and Early Head Start Board and Policy Members, Management, and Staff in developing and implementing program systems which support high quality services. Through both onsite training opportunities and conducting workshops, she leads sessions in the service areas of Governance, ERSEA, Family Services, and Program Management. Krystal feels the most fulfilling aspect of her work is meeting caring, passionate professionals across the country that work tirelessly to help change the lives of families in their community. Her educational background includes a Juris Doctorate from Stetson University College of Law in St. Petersburg, FL and a Bachelor of Arts in Journalism from Howard University in Washington D.C. In addition to working with various grant funded organizations across the country, she is engaged in her community in Houston, TX as a community leader and volunteer.

(T/TAS reserves the right to substitute presenters.)

> **Tentative Agenda**
> **Sessions are live. No recordings will be available.**
>
> **Tuesday, June 2, 2022 – *Virtual Session***
> *10:30 AM - 12:30 PM CT (11:30-1:30 ET | 9:30-11:30 MT | 8:30-10:30 PT)*
> - Introduction and Training Overview
>   – History, Spirit, and Intent of the Parent Committee
>   – Learning Outcomes
>   – PFCE Framework Overview
> - Parent Committee Requirements – *Relevant Regulations*
> - Promoting the Parent Committee – *Who, When, How?*
> - Real World, Real Words from Parents – *Hear from Real Parents*
>
> **Wednesday, June 3, 2022 – *Virtual Session***
> *10:30 AM - 12:30 PM CT (11:30-1:30 ET | 9:30-11:30 MT | 8:30-10:30 PT)*
> - Staff and Parent Perceptions of the Parent Committee
> - Parent Committee Structures – *Setup and Visualization*
>   – Parent Led Agenda - Content
>   – Timeframe - How Often, How Long?
>   – Virtual, Face to Face, Teleconference
> - Ideas for Successful Parent Committee
> - Parent Transitions - Resumes, Leadership Opportunities in Public, Schools, etc.

IMPORTANT Participation and Technology Information Required to Participate

★ Participants must register individually and must have a valid and active individual e-mail address to participate. Groups of individuals cannot participate using a single e-mail address.

★ We *highly* recommend participating from a <u>desktop or laptop computer</u>, as opposed to a mobile device, for the best participation and audiovisual experience. A high speed internet connection is recommended as the training may be bandwidth intensive at times.

★ This event will require you to access the T/TAS online learning management system, T/TAS TalentLMS.

- Participants will be sent an email before the start date with a link to login to the training.
- New users to T/TAS TalentLMS will be required to create a unique password on your first login. Return users to T/TAS TalentLMS can login with their previously created password.
- After you sign in to T/TAS TalentLMS, your training will be set up as a course for you to work through to access instructions, content, and resource files, including the agenda and the live session links.
- You can login to T/TAS TalentLMS through any internet browser from your computer or mobile device. Some content in T/TAS TalentLMS requires that your browser accept third-party cookies to prevent compatibility issues.
- If you have technical issues logging in or viewing content, contact T/TAS at ttas.info@wku.edu or 800-882-7482.

★ **The event will also require you to access the Zoom Video Conferencing website or app.**
- Sessions are live. No recordings will be available.
- If you are participating in the live Zoom session on a *desktop or laptop computer*, you will find the Zoom link in your **T/TAS TalentLMS** training content. We recommend participants create a free Zoom account with their FIRST and LAST name before the event start date at **https://zoom.us/freesignup/**. You may be asked to install the free Zoom program file.
- If you are participating in the live Zoom session on a *mobile device*, you will need to install the free Zoom Cloud Meetings app to join the session.

★ Participants may experience delays in accessing the training based upon the speed and reliability of their computer or mobile device and internet access.

★ Participants are responsible for completion of the event within the stated timeframe.

Registering for T/TAS Virtual Events

It is easy to register for events sponsored by T/TAS! Register online for any T/TAS virtual event. Visit our web site at **www.ttas.org**, locate the event for which you wish to register, and then click on the Register button.

Payment Policy: *Payment or Purchase Order is due at time of registration.* **Registrations received without copy of Purchase Order or payment by check or credit card will not be confirmed to participate in this virtual event.**

Registration Deadline: Unless the event fills first, registrations for this virtual event must be received by May 26, 2022.

Enrollment is Limited: T/TAS cannot guarantee enrollment at virtual events. If available enrollment slots fill, you will have the option of being placed on a waiting list in case space reopens due to cancellations.

Confirmation of Registration: Registrations can only be confirmed by e-mail. Please provide a unique email address for the participant. If an administrator needs to receive a copy of the confirmation, please include administrative email address on the Group Contact Profile. If you do not receive a confirmation within five days of registering for the event, please contact the T/TAS office at **ttas.register@wku.edu** or call 800-882-7482.

Cancellations/Substitutions Policy: To obtain a refund of registration fees (less $75 enrollment charge), cancellations must be received by email to **ttas.register@wku.edu** by *May 26, 2022*. If you do not receive an email confirmation of your cancellation from T/TAS within 3 business days, you must call 800-882-7482

to confirm your cancellation email was received in order to be eligible for the refund. Substitutions can be made up to the cancellation deadline date. ***After the cancellation deadline date, no refunds will be provided.***

T/TAS reserves the right to cancel the event if enrollment criteria are not met or when conditions beyond our control prevail. In the event of cancellation, each registrant will be contacted. The liability of T/TAS is limited to the refund of registration fees only.

Continuing Education Units (CEUs): Western Kentucky University offers Continuing Education Units (CEUs) for participants successfully completing a T/TAS training seminar. To apply for CEUs, please complete the appropriate section of your registration form and include an additional fee of $25 per person. Consult the event description to learn how many CEUs are offered for each event.

Photo/Video/Recording Policies: Recording or taking images of this event is not permitted. Participants of this event may be recorded. By registering for the event, authorization is given by you to be included in any recordings made of live webinar or meeting sessions of this event in connection with T/TAS' programs, publications, the Internet and public web sites. T/TAS and any employees, officers and associates, as well as any assignees, are released from any and all claims for damages for libel, slander, invasion of privacy, right of publicity, or any other claim based on use of the above-described material(s).

T/TAS Also Brings the Training to You

You have questions...T/TAS Specialists have solutions.
Let the highly qualified T/TAS at WKU Training Specialists bring up-to-date information and best practices to your program leadership, as we work together to develop individualized strategies and solutions for your program.
- Customized program roadmap planning
- Staff in-service/pre-service trainings delivered from a variety of remote platforms
- Need-based learning designed by you to engage in creative discussion and problem solving

To learn more, to discuss your local training needs, or to schedule training, call **800-882-7482.**

T/TAS at WKU 800-882-7482 www.ttas.org