

Prevent Child Abuse Minnesota

Circle of Parents®

Parent Leadership Team

MINUTES

AUGUST 9, 2008

Approved September 6, 2008

Attendees: Kathie Kinder-Goble, Brainerd, Mary Kay Hanson, Pine River, Cara Greger-Angelo Correll, Jan Weidenbach, Little Falls

Staff: Roxy Foster

Introduction of new parents on call:

New-Cara Greger-Angelo and Jan Weidenbach

Wanda Becker and Angela Davey from Rochester we hope will join us in September.

Welcome and Check-Input:

Parent leaders shared information about each other and networked about needs of their groups.

OLD BUSINESS

July minutes were approved.

Follow up from NEXT STEPS

- **New member list included**
- **Marketing Plan not completed to date**
- **CTF-Child Abuse Prevention Councils will be featured in Sept Parent Power newsletter**
- **Duluth training cancelled due to low attendance**
- **Could not reach Wanda**
- **Bay Lake Camp- Needs guest speaker from PCAMN, materials mailed to Mary Kay in June**

Past minutes will be used for evaluation of our work. Keep in mind they are posted on our website as public information for all to see.

NEW BUSINESS

Added work plan development and budgeting for Parent Leadership

PLANNING

- **Regional meetings and Video conferences-** Roxy invited the PLT members and parents in their groups to attend regional meetings and video conferences in their communities. For a complete list of times and location go to www.pcamn.org
- **Re-schedule Duluth training and define one more location for Parent Power Training**
- **Advance training-** Roxy attended the facilitator training on Aug.2cd. It was decided that the current training should have parent leader information as a bridge to the advanced training. That bridge would be an introduction to the role of a parent group leader. The parent group leader job description will be shared with participants in the facilitator training. As an introduction to the Parent Leadership Team the Parent Power newsletter will be shared. Roxy will prepare this information for Trina to use in Akin. If Jan or Kathie attend the training they can answer questions the group may have.

IMPLEMENTATION

- **Marketing Plan-** The plan as not been completed to date. Roxy is meeting with the consultant who is drafting the plan on Aug. 13th. Members will receive the plan for review shortly after that date.
- **September Parent Power-** Roxy spoke to Mike Hughes from CTF to find out if other counties have a resource book like Crow Wing. The answer was no they all have different resources and programs. We agreed that listing the Child Abuse Prevention Council (CAPC) would be the best statewide resource we could give parents to find programs and services to strengthen families.

The team suggest we include libraries-Roxy will try to find a statewide website or 800 number.

The team reviewed the draft newsletter and prioritized articles:

1. School Can Seem Scary
2. Routines are Important
3. Breakfast=Brainpower
4. Getting There Safely

If we can fit them all fine if not this is the order for deletion. We will try to get this out in August.

- **Parent Leadership Tool Kit-** Roxy informed the team that this will take priority of her work for next 90 days. She would like the team to review the tool kit when it is drafted.

EVALUATION

- **Walk for Children-**Groups are encouraged to work with their local chapter or regional coordinator to raise money for the walk. Everyone is welcome to come to Saint Paul for the event but no one needs to walk they simply need to raise the money with 50% going to their own chapter.
- **Chapter Renewals-** There is a board meeting on Aug. 20th. Roxy will check with Connie about the agenda then do a call with Kathie for prep. Trina will be asked to send a list of

chapters without parent group leaders to Roxy and Kathie. We will distribute phone calls between all PLT members.

OTHER

- **Work plan development and budgeting for Parent Leadership-** The team will need to create a work plan for 2009 as well as a budget by Sept. 1, 2009. The 2009 PCAMN budget will include Parent Leadership as a separate budget instead of included in the Circle of Parents budget.

We discussed having at least one face to face meeting per year. This meeting could be in coordination with the April prevention conference. We could use this time to do an orientation to the PLT- parent leadership training -networking or all of the above. Local Child Abuse Prevention Councils would be encouraged to bring and pay for parent(s) to attend. One goal would be to have 30% of current CAPC participate in 2009.

Jan and Kathie will assist Roxy in creating the plan and budget Jan disclosed she is a grant writer-“ yippee” and she will commit to becoming a member of the Parent Leadership Team! She suggest we use a common grant application format to start the work and e-mail back and forth our ideas. Roxy will start the process when she receives the marketing plan.

Jan asked if it is a mandate for facilitators to be trained annually. Roxy and Kathie did not think so but will find out.

Next call will be Saturday September 6th from 9am-11am.

NEXT STEPS:

- Roxy-**
- 1. Find statewide library information**
 - 2. E-mail marketing plan draft to members**
 - 3. Give Trina materials for Akin**
 - 4. Prep Kathie for Aug. board meeting**
 - 5. Ask about annual training for facilitators**
 - 6. Begin budget and common grant application**

Trina- Send re-charter information to Kathie and Roxy

Mary Kay- Fill out Parent Leadership Team application and send to Roxy

Meeting adjourned at 11 am

Respectfully Submitted,

Roxy Foster