



The P.I.C.K. of North Texas

“Professionals In Caring for Kids”

Welcome! We are pleased to have you join us and would like to provide you with a little information on **The P.I.C.K. of North Texas**. We are a support group of home childcare providers committed to the promotion of “Professionalism” in both attitude and image in our endeavors to give the best care possible to the children in our communities. We want to share with each other the benefit of our experiences and training with information covering topics such as handling situations with parent clients and dealing with contracts to nutrition, discipline, and field trips for children. Members from other associations are always welcome to join us. Mothers nursing newborns under the age of six months are welcome to bring that child, otherwise, please arrange alternate care for your children.

If you would like to join us for future visits, the tax-deductible membership dues are \$50 per year, payable in full each January. The dues cover the cost of putting together the meeting (photocopies, printer ink, postage, membership in state associations, etc.) Anyone with the opportunity to offer copies, typing, mailing, etc., please feel free to volunteer.

A meeting is held on the second Monday of each month at the Tino's Restaurant in Plano. From 7 to 9pm. Dinner may be purchased at the meeting, by cash or by credit card, and is tax deductible.

At each meeting we cover current topics of business concerning childcare issues on city, state and national levels, sharing information on legislature, food programs and updates on standards. At least ten of our meetings through the year offer training good for clock hours with the Texas Department of Family and Protective Services.

We cover topics such as S.I.D.S. in day care, income tax preparation for providers, safety in day care, etc. We invite you to offer suggestions and names of people who you feel might have something to share with us that would help us to be more aware as providers. We also encourage you to share your experiences and talents with us as a speaker and/or trainer.

MISSION STATEMENT

All members must read and sign a Mission Statement, which requires you to meet or exceed Texas State minimum standards. You must supply us with a copy of your current Certificate of Listing, Registration, or Licensing and a copy of your check renewing your Certificate each year.

Any member found to be out of compliance with the Texas Department of Protective and Regulatory Services will be removed from the Membership Information Directory and will not receive referrals until corrections are made and documented.

MEMBERSHIP INFORMATION DIRECTORY AND REFERRAL SYSTEM

We have no "Referral Committee". We all act as referral persons for the group by using the Membership Information Directory. Any member in good standing who has signed a Mission Statement and has paid dues is eligible for listing on our Membership Information Directory. This directory lists name, cross streets, phone numbers and types of childcare by city and zip code. When role is taken each month, members announce any openings they may have, which we each note on our individual copies of the list. We use the Directory to make referrals.

Your name will remain on the Directory as long as your dues are current and you comply with Texas State minimum standards. Your name can be added back on to the Directory if the preceding issues are rectified. Openings are only given out for members actually in attendance. There are no exceptions

For your own safety, when giving out a members name to a parent client, state that you are **referring** the member, **not recommending**. Making a recommendation can put you in the position of being legally liable for a future situation. Please advise all parent clients to contact the State for information on each specific provider whom they are interested in. (The Collin County number is 214-951-7902.) The State will advise the parent of any substantiated complaints or non-compliance issues concerning the provider.

WEBSITE LISTING

The P.I.C.K. of North Texas has a website that is updated monthly, if your dues are paid and you join the group your name will be listed on the website at no extra charge.

BACK-UP CHILD CARE SYSTEM

We offer a back-up child care system for providers who may need it due to illness or vacation. Any member who has an opening and is agreeable to doing back-up care will provide it to your parent client at the same rate, which you charge, **never** more or less. This ensures that your parent client will not be put at a financial disadvantage through a circumstance over which they have no control. Your signature on the Mission Statement acknowledges your acceptance and participation in this policy

When back up is needed, please let your parent client makes the decision. Supply the names and phone numbers of a few providers who have openings and let the parent client make the arrangement.

HOW WE CONDUCT BUSINESS

As a support group we are not interested in a hierarchy of officers and committees, only in supplying a means of support to our members. We work on a volunteer basis to support the needs of the group. Our volunteer positions include co-chair, one co-chair elect (who also serves as treasurer and membership secretary), a calling committee head with several members, one speaker coordinator, a librarian, a newsletter editor, a sign-in coordinator and Website Maintenance. A brief description of each volunteer position follows:

Co-Chairs - A two-year position preceded by one year as Co-Chair Elect. Co-Chairs share all duties of conducting monthly meetings, helping committees complete their jobs and/or finding help for them when needed, attending Metroplex Meetings, State Conference, and other extra activities. Co-chairs are spokesmen for our group, not themselves individually, and must abide by the Mission Statement, mediate problems within the group, handle situations democratically, be positive roll models to providers and parents, and maintain equal participation for all members within the group. Must have been a member of **The P.I.C.K. of North Texas** for a minimum of two years.

Co-Chair Elect/Treasurer/Membership Secretary - Utilizes a one-year period to learn all duties of Co-Chairs, back up for them as needed, and/or take over if needed (example: co-chair leaving the business or moving out of state). Upon completion of the one-year position as Co-Chair Elect, becomes Co-Chair for a two-year period. Handles and accounts for moneys used to fund and maintain the support group, submitting an annual report at the November business meeting.

Must have been a member of **The P.I.C.K. of North Texas** for a minimum of two years.

Must have access to IBM compatible computer system with Microsoft Word. Compiles and distributes monthly Membership Information Directory, tracks attendance and Mission Statements, Also tracks Certificates of Listing, Registration, and Licensing and collects and tracks copies of your checks renewing your Certificates each year.

Calling Committee - Reminds members of each meeting, confirms arrangements with hotel, and distributes important information to membership between meetings if warranted. Committee coordinated by Calling Committee Head.

Speaker Coordinator - Contacts and schedules speakers (upon approval of Co-Chairs), confirms speaker just prior to meeting. Makes certificates for each meeting for speaker to sign and to give to members.

Newsletter Editor - compiles information, edits and publishes the monthly newsletter supplying information to the membership. Collects information from DPRS, State, TPHCCA, TAFCC, past meetings, and other sources as needed, making them available to the membership on a monthly basis. Acts as contact person for parent clients and providers in response to any flyers or ads we may have. Contacts publications for free listing as club or support group. Name and phone number listed in publications.

Sign-in Coordinator - Maintains a sign-in sheet and hands out name tags.

Website Maintenance – Maintains website to ensure updated information for members and visitors. The chair and co-chair are the only ones to have contact with the webmaster..

Each of these positions is on a volunteer basis, with all positions except Co-Chair and Co-Chair Elect to run one year. Nominations and voting will be done each November in conjunction with our annual business meeting, with the announcement of new positions to be made at our annual Christmas party in December.

IN CONCLUSION!

We hope you found your time with us this evening to be enlightening and fun. We enjoy the opportunity to get out and visit with others in our own situations, have a nice meal and a few laughs. One common thread required for all childcare providers is a sense of humor, which you will find in abundance here.

If you are interested in continuing on with us, please read and sign the Mission Statement and give it to the Membership Secretary, along with a copy of your Certificate of Listing, Registration, or Licensing, and visit with the Co-Chair Elect/Treasurer, who will supply you with a receipt for dues paid. The Certificate may be mailed to the Membership Secretary or brought to the next meeting attended. Attend meetings as you choose, we will always welcome you.