

PDA Board of Directors
Meeting Agenda – July 11, 2016
10 AM EST, 7 AM PST, 4 PM Paris

Agreements and Guidelines for Board work: Be respectful of one another, listen for understanding, request specificity -ask curiosity questions, trust the process, work it through, maintain deep sense of gratitude and appreciation for everyone, Honesty, Be open in our needs, Appreciate we may go to “flipped lid” and recognize that in ourselves and others...allow for calm breath...wait, allow for ease and fun, know “we’ve got this”, be kind and firm, busy peaceful, BOD confidentiality, what is said with to us stays with us-- confidentiality, self-care. PDA needs must come before our own, if there is a conflict of interest we recuse, Presuming positive intent, focus on staying ahead/think outside of the box. Put a pen up if you have something to say. Try to work on consensus, but go to vote when needed (July 2014, updated January 2015 Board meetings)

- Compliments and appreciations shared.
 - Core activities – Changes and improvements for ACT and core activities in PDC and TP discussed. Kelly, Lois, and Nadine will work to communicate changes and rationale to Trainers prior to August ACT’s, Brad and Kelly will update website, Kelly will work with Taisha to update post workshop documentation and core activities list. (this includes sample agendas which will need to be updated)
 - Nadine identified that in Egypt, core workshop length varies. Board discussed need for clear communication regarding standards world-wide. 2-day minimum requirement. 13 hours (of actual learning time)
 - New standards for US trainers processing their own registrations for core workshops. Board agreed on need for professional standards that reflect need for simple process and high customer service.
 - Must have dedicated URL for the event. (example Eventbrite or Brown Paper Tickets)
 - Must have online registration capabilities accepting PayPal and Credit Cards.
 - Must have contact phone number and be available during business hours.

Brad, Kelly and Taisha will communicate requirement to trainers and provide links for Eventbrite and Brown Paper Ticket which each provide instructions for use.

- Global Support Organizations. Brad and Kelly summarized discussions and feedback with representatives from Spain and the Netherlands interested in GSO application process and program.

-Notes regarding U.S. based PD organizations. As we have spoken to foreign PD organizations, it has become clear that including U.S. based PD organizations causes confusion. The purpose of the Global Support Organizations was to simplify the Global Partner program. There is a BIG difference between U.S. and Foreign PD organizations and it does not work to have the same definition for both. PDA is support in US as membership and official certification organization.

-Recommended that GSO have at least one English speaking Trainer or representative who can communicate with PDA to coordinate and collaborate as GSO develops and grows.

- The PDA website is now available in other languages using google translate. PDF and any forms, sample agendas, etc. that are downloads will need to be translated. Nadine will be leading a task force for translations.
- ACT option 2 guidelines discussed. Kelly will work with Board and LT's who have mentored Trainer Candidates using option 2 thus far to improve the specifics on the website that outline the guidelines and standards. Kelly will work with board members and Taisha to improve checklists for options 1 and 2. Concerns raised regarding logistics and specifics for workshop set up and compensation with option 2. Also, Kind AND Firm communication regarding timing and training standards. Cases of Trainer Candidates not following advanced training timeline discussed especially related to a minimum of 6 months as member at Trainer Candidate level prior to attending 4-day ACT or co-facilitating core workshops. Board agreed that rather than encouraging 6 months, this should be firm requirement unless otherwise approved. This will allow the trainer candidate time for participating on list serve, actively participating in mentor group or one-on-one mentor relationship, as well as independent study (Adler, Dreikurs, Positive Discipline related readings and reflection).
- LT requests re: missing TT. Board discussion regarding keeping in mind the global growth, but holding firmly to LT objectives and role. LT requests reviewed and approved for one -year extension. All requests placed in trainers' files.
- Board's use of BASECAMP discussed with plans for tutorial at in person board meeting in August.
- Positive Discipline in schools. Discussion regarding featuring schools or teachers using Positive Discipline and success stories. Brad to set up FB page for teachers.
- Member involvement/Committees. Previous board members summarized past committee work. It was agreed that Task Forces would replace committees as

groups seemed to collaborate best when specific job was the focus of the group work. Examples of Task Force work needed: Research, Translations, Mentoring/Welcoming.

- Ongoing offer for free 1-yr. membership for first-time Educators program and rationale reviewed for new board members.
- Spanish ACT, in Perú, October 19-22, 2017 Approved. Kelly and Brad to send call for ACT facilitators.

Consent Agenda

- Met with financial and legal advisors from Deloitte consulting group regarding independent contractors doing “back office” work in China. In looking at CPDA website, their recommendation is to register as a for profit consulting firm in China. We will let Susie know this is recommendation, and that this is up to her to decide how to move forward.

They are also evaluating the structure of the Certification fees and payments from China.

The PDA can pay people from China to do PDA work as independent contractors, like translating ACT documentation. It would be up to the individual receiving the money to pay any China taxes due.

Meeting adjourned at 12pm EST

Board Meeting Minutes submitted by

Kelly Gfroerer, Co-Chair