

2006-2011 Parent Mentors of Ohio Advisory Council
Plan of Action

MISSION STATEMENT: It is the mission of the Parent Mentors of Ohio (PMO) to provide educational resources and supports to families of children with disabilities and to the professionals who serve them.

PARENT MENTORS OF OHIO COUNCIL MEMBERS 2006-2007:

Lauri Betscher	Cindy Herman	Lin Bils	Vicki Deel-Lezon	Holly Palda
Zivile Khoury	Cathy Douglas	Kitty Boylan	*Tami Vandygriff	Kathy Pavlik
**Cheri McCullough	Patty Joseph	Faith Harkins	Carla Brown	Marilyn Van Gilder
Jacqueline Howley	Christine Wright	Moira Laughlin	Jo Hannah Ward	Lee Ann Derugen
Colleen Miller				

* denotes current PMO Council Chair

** denotes current PMO Council Co-Chair

JUNE 7, 2006, MEETING PURPOSE: 1) To review, identify and prioritize the PMO Council's 2006-2011 activities and, 2) to develop the PMO Council's Work Plan for 2006-2011 activities.

The plan review took place at a regularly scheduled meeting of the PMO Council. The meeting was located at COSERRC.

Integrating the ODE's Office for Exceptional Children's goals of Standards, Capacity, and Accountability into every aspect of every area within the goals helps assure that each Parent Mentor executes and documents their job within those goals.

TOPICAL AREAS OF THE PROPOSED PLAN OF ACTION:

- ❖ Review of current and the assessment of the need for any new committees (Page 2)
- ❖ PMO Council Guideline Review (Page 2)
- ❖ Professional PMO Development, each PMO Region is to provide supplemental training, and PMO site data collection (Pages 3&4)
- ❖ Communication (Page 4)

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ACTIVITY OUTCOME: To review written guidelines for current committees and assess the need for the establishment of new committees.

ACTIVITY IMPACT: To improve the effectiveness of current committees and to be adaptable to meet new needs with the creation of new committees as those needs arise.

“How” The Steps	“Who” is going to do it?	When is it going to be done	Additional Support needed
Meet with current Committee Chairs to review written guidelines for each committee and verify continued need and functionality of each committee	Current Committee chairs plus PMO Committee Review Team. Committee to be appointed each year from current PMO Council	To begin by Spring 2007 and to be reviewed each fall thereafter	ODE, OCECD, PMO Council approval

ACTIVITY OUTCOME: To review and update current PMO Council Guidelines.

ACTIVITY IMPACT: To provide the PMO Council with an updated procedural guide for conducting meetings and other related business.

“How” The Steps	“Who” is going to do it?	When is it going to be done	Additional Support needed
A Guidelines Committee will review guidelines and provide a written report.	Guidelines Committee to be appointed each year from current PMO Council	By the Fall of each year	

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ACTIVITY OUTCOME: To create consistency among all Parent Mentors of Ohio so that each Parent Mentor has a Core knowledge base and to provide professional development with documentation via the Professional Development Plan. To establish consistency in the structure and to provide supplemental training based on the needs of PMO’s in that region at the Regional PMO Meetings. To provide mechanisms for consistent data collection and compilation for year end PMO Project reporting requirement.

ACTIVITY IMPACT: To increase knowledge, supports and resources of Parent Mentors of Ohio on current topics relevant to students with disabilities, their parents, and educational professionals who serve them. Also, this will provide gathered empirical data to show activity at each PMO site.

Measures of the impact will be in the form of the end of the year PMO Site Evaluation data, each PMO’s District Representative’s evaluation, random parent satisfaction survey calls (done by a District Representative at the rate of six to ten per year), and thank you notes and phone calls.

“How” The Steps	“Who” is going to do it?	When is it going to be done	Additional Support needed
Each region will complete a needs assessment to determine the professional areas that need developed for the next year	Skills & Knowledge Committee will provide PMO Council with a standardized needs assessment tool	By June 30 th of each year	ODE, OCECD, Community agencies, ESC’s, SERRC’s, & OCALI
Each region will submit agenda format, dates, places, and times for at least 4 meetings per year Follow-up should be in the form of regional minutes. These will need to be sent to the Web Keeper for posting on the PMO web site.	Region to PMO Council Regional Secretary & Web Keeper	As soon as possible or at least 4 weeks prior to each meeting Within 2 weeks of each meeting	PMO Regions will be asked to review and, in some cases, discuss, updates from PMO Council, ODE, & OCECD
Compiling and sharing a menu of topics of trainings available. This will be sent	Web Keeper	Will be a continuous work in progress	ODE, OCECD,, SERRC’s, and local agencies

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to the Web Keeper for posting on the calendar of the PM web site.			
Consistent data collection and compilation to document PMO Project specifics	Each PMO to ODE	By June 30 th of each year	PMO Manual & ODE

ACTIVITY OUTCOME: Close the communication gap between PMO Council Members and the rest of the PMO'S.

ACTIVITY IMPACT: All PMO's will be informed quickly.

“How” The Steps	“Who” is going to do it?	When is it going to be done	Additional Support needed
PMO Council minutes to be posted on the web site and old minutes archived for reference	Council Secretary & Web Keeper	Within two weeks after each meeting	
An e-mail will be sent to all PMO's with a link to click	Web Keeper to OCECD contact	Upon compilation	
Regional Newsletters or Individual PMO Site Newsletters can also be posted to the PMO website.	Regional groups & individuals responsible for supplying information	As submitted	
An e-mail will be sent to all PMO's with a link to click	Web Keeper to post and notify OCECD to send alert		

* E-mail and postings to the PMO Web site have proven to be the best way to share information quickly to all.

* Items considered during this review process would include:

- 1) PMO PR Committee and how to access data that needs to be collected to show viability of the PMO Projects.
- 2) Possible creation of a PMO recognition program.
- 3) SERRC's, School Districts, OCALI having a link to the PMO website(s)