**Shared Source a Place to go to Save Money and Time**

**Materials:**

* Chart Markers
* Chart Paper
* Play dough and squishy balls or other fidget items (Optional)
* Masking Tape
* Scissors
* Candy
* Attendance Sheet
* Name tags

Handouts

* Agenda
* Handwashing Poster
* Budget Planning Template
* Social Media Policy
* Membership form
* Evaluation

**Tech/AV (or the equivalent)**

* Laptop with wireless card
* Speakers
* Extension Cord

**Charts :**

* Objectives for the Session

**On Tables:**

* Playdough/Fidgets
* Candy

**Open on Computer**

* Pandora playing
* [www.sharedsourceecny.org](http://www.sharedsourceecny.org)
* PowerPoint

**Overarching Goals**

1. Upon completion of this session participants will utilize the SharedSource ECNY Platform to help them with time and money savings.

**Learning Objectives: By the end of the session, participants will be able to:**

1. Identify the location of 3 different resources on the SharedSource ECNY for program development.
2. Articulate 3 different cost savings programs on the platform that can save money in their current budget.
3. Locate 3 different templates to assist in meeting regulations.

**Session Outline:**

***Introductions, Goals and Agenda***

* PP2 Welcome
  + Have Participants share about themselves
    - Name
    - Role in the field (years in the field
    - Familiarity with Shared Source ECNY or Shared Services Models
* PP3 Review Goal
  + Tell group that we would like to establish a familiarity with the platform to help them to Recognize time and money savings.
* PP4 Review Objectives
* PP5 Review the agenda
* PP6 What is the Purpose of Shared Services
  + Discuss the why of Shared Services and some general highlights
    - Savings on everything from Diapers and wipes to classroom furniture and HR Services
    - Templates for budgeting and handbook…why reinvent the wheel, use forms vetted and approved
    - Curriculum and lesson planning ideas…Teachers/Staff stuck in a rut, open their minds with the curriculum materials

Activity 1 (You can do one or both…up to you ☺)

* PP7 **Challenges You Face** 
  + Small groups – have participants chart out the challenges they face in their work, have a share out
  + Highlight where SharedSource ECNY Can help
  + Use this information to guide your tour of the platform
* PP8 How you wish You Spend your Day
  + Small groups – have participants chart out they wish they spent their day, have a share out
  + Highlight where SharedSource ECNY Can help
  + Use this information to guide your tour of the platform
* PP9 SharedSource ECNY Tour
* Please be signed into Shared Source ([www.sharedsourceecny.org](http://www.sharedsourceecny.org))
* Use the information gathered during the activity to guide your tour of the platform.
* During the tour give the handout to participants as they are relevant.
* PP10 Access to the Platform
* At this time the platform is only accessible to New York Association for the Education of Young Children Members. The platform can be accessed with any level of membership.
* PP11 NYAEYC Membership Categories

## **NYAEYC Membership Categories**

### **Premium Membership – $150**

### Maximize your access to NAEYC with the NEW Premium membership. NAEYC Premium members receive all of the [benefits](http://www.naeyc.org/membership/benefits) that Regular and Student members receive an additional [four additional print publications](http://www.naeyc.org/membership/comprehensive) and a $20 coupon to purchase a book of your choice in our online store. This membership category provides unparalleled access for professionals who are committed to staying up-to-date with professional resources and best practices in early childhood education. To see the [current Premium publication benefits, click here.](http://www.naeyc.org/membership/comprehensive) [**Join now!**](http://naeyc.org/membership/join)

### **Standard Membership – $69**

### As NAEYC’s most popular membership option, Standard Membership is your ticket to our wide variety of [member benefits,](http://www.naeyc.org/membership/benefits) including: discounted registration fees for NAEYC conferences, a 20 percent discount on items in the NAEYC online store, the NAEYC periodical of your choice, discounted professional liability insurance and more. Standard membership ensures that you’re fully equipped for success as a professional. [**Join now!**](http://naeyc.org/membership/join)

### **Entry Level Membership – $30**

### Are you a student or young professional joining NAEYC for the first time? This membership option is designed specifically for you! This digitally-based introduction gives you access to the latest content, resources, peer networking, and more at an unbeatable price! [**Join now!**](http://naeyc.org/membership/join)

* PP12 Member Benefits beyond Shared Source ECNY
  + Mini Grant Award up to $500
  + Carol Ely Scholarship for State Conference Attendance
  + Print Copy newsletters and publications

Share Membership brochure and application

* PP13 Questions
* PP14 Wrap Up