

Dollars & Sense

Planning for Profit in Your Child Care Business

Published by Delmar Thomson Learning - www.delmar.com

Business Lessons

- Contracts and Policies
- Rates, Fees, and Collection
- An Effective Record Keeping System
- Cash In, Cash Out - Where Do You Stand?
- Marketing Strategies
- A Professional Business Plan

Communication Lessons

- Child Care Provider Bill of Rights
- Eliminate Guilt!
- Passive, Aggressive and Assertive
- Listening Skills
- Sharing Unpleasant Information With Parents
- Responsibilities Of An Assertive Provider

The *Dollars & Sense* curriculum was designed to meet the needs of child care home and center-based businesses alike. This self-study workbook discusses common business concerns and communication conflicts, and urges providers to consider a range of workable solutions to resolve problems assertively, effectively, and profitably.

Dollars & Sense takes providers step-by-step through implementation of 50 **Best Practices** developing policies, drafting contracts, setting prices, keeping financial and legal records, marketing and expanding their businesses—adaptable to any market to improve child care income. **Mentor Icons** mark advice and encouragement for child care business owners.



"It was scary the first time we renegotiated our contract. We thought we'd make our customers mad. But most of them were very understanding, and saw that we were becoming more professional. That one family that left in a huff? We've never missed 'em!"

Providers adapt and individualize reproducible forms for contracts, financial spreadsheets, and business plans to meet their own needs. Reproducible forms may also be ordered on a pre-programmed computer diskette.

The end product of the workbook assignments is a Professional Business Plan describing provider experience, skills, services, customers, contracts, policies, cash flow, and marketing plan. Business owners learn how to discuss their child care business with knowledge and ease which will help them when they apply for a small business loan or grant.

Coming in 2002!
Dolares & Sentido (en Español)

To order, contact:
Janet Bush, Executive Director
Montana CCR&R Network
127 E. Main Street #217
Missoula MT 59802
Telephone (406)549-1028
www.montanachildcare.com

