

May 23, 1994

**MEMO**

**TO:** MAT  
**FROM:** Pilar  
**RE:** **Volunteers Nominations**

We would like you to consider the following nominations

**Ellen Hughey** - Wrote WCCAO's Job Descriptions.  
Helped with personnel files.  
Helped with Personnel Application revisions.  
Revised and recommended changes for the  
Staff Orientation packet.  
Serves on WCCAO's Board Personnel Committee.  
Gives ongoing advice on Human Resources systems and  
records.  
Helped with phone calls for Resource Development

**WCCAO's Old Faithful Volunteers Bulk Mailings -**

Out of 12-14 volunteers for bulk mailings. The following volunteers have not missed one mailing.

Marjorie & Ray Wold  
Alta & Wally Person  
Julia Ellison  
Amelia Hockersmith  
Margaret Turner

They have done mail out for:

WCCAO Newsletter  
Fair Housing  
Head Start  
Great Start  
LIEAP  
Shelter Home  
Resource Development

**HEAD START NOMINEES  
FOR WCCAO  
VOLUNTEER OF THE YEAR**

**Martha Dauenhauer**--Does a lot of work in migrant camps; takes 2 Head Start children with disabilities to and from numerous doctors' appointments; is foster parent to 1 Head Start child; I'm sure she does a lot of other work in the community. Nominated by West Hillsboro Head Start Center.

**Carol Satterfield**--involved with the Cedar Mill Kiwanis club; has gotten numerous volunteers into the South Beaverton Center; has gotten money to support literacy activities (including RIF) at South Beaverton; gets clothes for children who need them; volunteers at least once per week at South Beaverton Center. Nominated by South Beaverton Head Start Center.

**Martha Knapp**--has been a reliable and steady classroom volunteer in Head Start for the last five years. She volunteers once day per week at the North Beaverton Center and twice each week at the Sherwood Center. She has a disability and her presence in the centers is a key to helping children understand and tolerate differences (she is in a wheelchair). Nominated by the North Beaverton and Sherwood Head Start Centers.

**Tualatin Valley Fire and Rescue (specifically Jerry Renfro and Brad Wanamaker)**--did a lot of clean and repair at the North Beaverton Center; got a lot of volunteer help on our clean-up day at the center; consulted with N. Beaverton staff regarding how to approach repairs; secured donations of money and materials to improve the center; does fire safety education throughout the program. Nominated by the North Beaverton Head Start Center.

**Cliff McKeen**--a Tigard area psychologist; attends both Tigard and Sherwood Parent Meetings every month; spends one day a month in each of the Tigard and Sherwood classrooms; has helps with parent support groups; offers parent education on a wide range of topics of interest to Head Start parents. Nominated by the Tigard and Sherwood Head Start Centers.

**Katrina Pirkle**--current Head Start parent; involved with program most of last five years; Policy Council chair for second year; instrumental in getting and keeping Head Start involved in Air Show concessions; has served on numerous hiring committees for Head Start; has attended State and Regional Head Start Conferences; an advocate for Head Start. Nominated by the Head Start SMAC.