



Head Start Weekly Bulletin

News and Info for Head Start

Week of December 14, 2009

1. Trainings are listed on page 2 of this bulletin.
2. If you are sending inter office mail to the bus lots please refer to them as Carnation Bus lot or Aloha Bus lot for their destination. Thank you. Tony, Transportation Supervisor. 503-896-4911
3. **Attention Teachers:** If a parent or outside agency requests copies of a child's records please refer to the Program Assistant assigned to your area. She will arrange to make the copies of the file and distribute to parent or agency. Many thanks Dolores
4. If you are planning to register for classes at PCC during the winter term all paperwork must be turned into Lori Balch by December 18th. You must have your:
 - Education Request Form completed and signed by your PAS
 - If you attended classes in Fall term a copy of your grade printout.
 - A copy of the John and Betty Gray scholarship application, (if you have signed up for an ECE class). If you are a new student you will need to send a copy of your Education Plan. Thanks, Lori
4. **Oregon Head Start Association State Meeting – Salem, OR**

Oregon Head Start Association Report: In November, Staff and parent representatives attended the Oregon Head Start Association meeting held in Salem. Attending the meeting were staff - Gail Boyle, Mary Davila, parents- Erica Burke, Oralia Pedrosa and Rachel Tran Jimenez. The meeting mainly focused on the election of new officers for the association. With deep regret, I, Mary Davila have resigned from Region X position and will complete my term with OHSA at the end of this school year. We will need a new staff rep. to attend these meetings starting next fall. The position is a two year term and requires supervisor approval. If anyone is interested in knowing the duties of this position please contact Elaine Burrell or myself. I would be happy to give information of the position duties to any staff interested.

Our current program Friends rep (former parent rep) Rachel Tran Jimenez ran for the state friend's rep and was elected by the state association. She then traveled to Seattle the week of November 12 with the association to complete the Region X Board meeting. There she was nominated Vice President of Region X and National Friends Rep. Congratulations Rachel. You continue to make our local Head Start program proud.

Scholarship information will be available in February as OHSA is revamping the application for the Frank Roberts Scholarships. The association has decided to up the dollar amount of the Frank Roberts Scholarships from 1,500.00 dollars to 2,000.00 dollars. One staff, one parent, and one past head start child who is graduating from high school and going on to higher education will be selected this year for the Frank Roberts Scholarships.

Rachel Tran Jimenez is a great speaker and is full of scholarship information. If you contact her early enough she will speak at your parent meetings regarding the scholarship process, or feel free to contact me at mdavila@caowash.org or 503-848-7716. I hope you all have a great holiday season. Mary Davila
5. Because of the Christmas and New Years holidays, time sheets must be into the Fiscal Office by noon on Tuesday, December 22nd. Thank you – Keith Byerly – Fiscal Office
6. The IRS has decreased the mileage rate from .55 cents per mile to .50 cents per mile, effective January 1, 2010. CAO will also decrease mileage reimbursements to .50 cents per mile effective January 1, 2010. Please keep 2009 and 2010 mileage claims on different forms so that we're sure to pay you the appropriate rate. Thank you - Fiscal Office

TRAININGS

DATE	DESCRIPTION	ADDRESS	TIME	EHS OR HS	COMMENTS
12/11	Question & Answer Meeting for new teachers	Beaverton office Vose Room	2:00-4:00pm	All new teachers	Bring your questions about Procedures and forms
12/18	DECA I/T Administration	Beaverton Office Vose Room	9:00-11:00AM	NEW EHS Teachers	Learn how to administer the DECA I/T
1/22	Module III Developing a Behavior Support Plan	Beaverton Office Vose Room	1:00 - 4:00pm	NEW teachers, and teachers who want a refresher.	Lori Balch, MaryBeth Bush, and Maddie Collias

Happy Holidays



Have a safe and restful winter break!