



# Newsletter

APRIL 2, 2004

**Deadline** is the Friday before pay day; Contacts for articles are: Child Dev. -Farzana Siddiqui, F&CR – Beth Dasher, Morale & Wellness - Natalie Horne. All others – Winnie Althizer, Brooke Zimet. Editor: Winnie Althizer.

## DIRECTOR'S CORNER



Jerralynn Ness  
Executive Director

I'm sorry I wasn't able to get my materials to the editor in time for this edition.

## COMINGS & GOINGS

Welcome!!! **Thi Truc Chau**, our new **Teacher III** at Gaston.

We are saying good bye to Jennifer Gunterman, & Neli Aguilar. While we regret they must leave us, we wish them the very best future possible.

## UPCOMING EVENTS!

Safety Meeting	4-5-04
Holiday - Easter	4-11-04
Board Meeting	4-15-04
Building Meeting	4-20-04
Head Start	
Policy Council	4-20-04
Wellness Day	5-14-04

## NEWS OF NOTE



The Wellness Day Committee begins preparations for this fun event today (4-2-04). We have been asked to include activities for our male staff....but, guys we need your input. If you would like to help set up presenter(s) please let Winnie know.

Often as we put these staff events together, we get a lot of requests to add to the agenda in the last week before the event date. If you have something you'd like included in this year's event, please let Winnie know by 4-9-04.

Our location is Valley Baptist Church (well known to Child Development staff) in Beaverton.

While the schedule is not complete we do know that we will be scheduling activities for morning and early pm – leaving most of the afternoon for departments to schedule their own meetings.

Committee members are: Iris Smith, Kathy Derby-Rae, Chris Kuran, Veronica Riveria, Jodi Davis, Brooke Zimit (& winnie). If you have suggestions you may contact one of these folks, but you need to do this by 4-9-04.



## April

## BIRTHDAYS

✓ Maria Martyniuk	4/1
✓ Miriam Pleitez	4/3
✓ Lolita Velez	4/8
✓ Shannon Pujada	4/13
✓ Doris Harris	4/16
✓ Danny Cox	4/16
✓ Patricia Tellez	4/17
✓ Kristin Long	4/22
✓ Ingrid Alquinta	4/23
✓ Veronica Rivera	4/25
✓ Winnie Althizer	4/25
✓ Serena Villafana	4/30
✓ Chris Kuran	4/30
✓ Karen Henkemeyer	4/30

(If you want your birthday acknowledged, be sure to complete an authorization form – contact HR)

## April ANNIVERSARIES

Mary Jo Panaggio	1 yr	4/1
Vicki Ware	18 yrs	4/1
Judith Del Porto	3 yrs	4/2
Nick Nissen	1 yr	4/7
Lu Lamping	26 yrs	4/10
Tawnia Gilbert	2 yrs	4/14

# FAMILY & COMMUNITY RESOURCES



Our Chris Kuran received the Lifetime Achievement Award from the Provider Resource Organization (PRO) for 17 years of care and dedication. Chris is the only one who has ever received this special award! She was a Family Child Care provider for 15 years!!, a Head Start teacher for a year and is now an Early Childhood specialist/Training Coordinator for Child Care Resource & Referral. Feel free to shake her hand, pat her back, smile her way when you are on the main floor of the Hillsboro Community Action building!!

The Weatherization Department would like to give a big THANK YOU to Jimi for letting Linda B. (our new energy auditor) use the extra desk in her office. You have taken that extra step in helping a fellow co-worker and you are appreciated.

Last Thursday's Metro section of the Oregonian featured an article about the increasing demand for energy assistance. In the article, the reporter mentioned the situation of one of our clients who had lost his job and was unable to pay his bills or provide food for his family. As a result of the article, a community member contacted the Oregonian and offered to pay the family's heating bill! That really feels good!!!

Also:

Some updates on staff changes:

Starting Monday, March 29, Joy Rasmussen will be working out of our Hillsboro office, leaving her position in King City. Joy will be cross training to replace Anne Schlereth, who is leaving us to return to the East Coast the end of April. Susana Salgado will be working full time in King City. We are still recruiting for a Community Resource Advocate in Hillsboro and now also for an Office Spec II in King City to replace Sarah Meyers who has moved on to a SAFAH position. So those mailboxes, email addresses and phone extensions will be having a few changes in the coming weeks!

NEWS & FEATURES

## TOPICS – "APRIL FOOLS"

Did you know that April 1<sup>st</sup> used to mark the beginning of the new year? Charles IX (of France) introduced the Gregorian Calendar in the mid-1500s and moved New Year's Day to January 1. Communications being what they were in those days, many people did not receive the news for several years. Others forgot, or refused to accept the new calendar and continued to celebrate on April 1<sup>st</sup>. These folk were labeled as "fools" and ridiculed by being sent foolish gifts and invitations to nonexistent parties. This harassment evolved into a tradition of prank playing on the first day of April and over time spread from France to England to the US.



## PAVLOVA

4 egg whites 1 tsp. vanilla  
Pinch of salt 1/2 pt. whipping cream  
1 c. sugar 2 kiwi fruit, peeled & sliced in rounds  
1 tsp. vinegar 1 pt. Strawberries

*Beat egg whites with salt until soft peaks form, then pour sugar in very gradually, beating all the time until stiff and glossy peaks form. Beat in vinegar and vanilla. Place foil on large baking sheet, spray with Pam, dust with powdered sugar. Pile meringue in a circle on baking sheet. Bake at 225 degrees for 1 hour, then turn oven to warm and leave at least 2 hours longer. Remove from oven and store meringue in airtight container until ready to serve. When ready to serve, top with whipped cream, kiwi and strawberries.*

## Recipes

Don't forget to set your clocks ahead 1 hour this weekend!



## WHAT'S DEVELOPING?

### \$40,000 and counting...

As you know, the Community Spirit Dinner raises important unrestricted revenue for our agency. With the support of several corporate sponsors, the dinner has already raised \$40,000 in unrestricted money, with more expected to come in.

Staff that have a volunteer role at the event will receive a complimentary dinner. Additional tickets for spouses can be purchased for \$50. If interested, contact Jodi at ext. 254.

**In the spirit of corporate volunteerism,** JD Fulwiler Insurance and Nike (both dinner sponsors) made spring break better for 30 children enrolled in A Kids Domain last week. Helping to break up the long days, JD Fulwiler joined the kids at the Children's Museum for an afternoon of fun and Nike came to play sports one morning.

Corporate volunteers and groups are a great way to show the community the value of your program. If you are interested in hosting a volunteer group, contact Jodi at 503.693.3254.

## CHECKS & BALANCES

**Fiscal – GREEN SHEET Tip** – Think of the Green Sheet (Requisition for Disbursement) as a cover letter and always put your receipts, invoices, etc. behind the green sheet and staple them together.

**TRAVEL REIMBURSEMENT Tip** – Always fill in the Expense Acct and Dept numbers, so we know which programs your mileage needs to be distributed to. Also, you need to fill in the Starting and Ending Mileage area of the form. Use either the actual Odometer readings, or your Trip Meter (i.e. start of Trip meter "0" end of Trip meter "36") total Mileage "36". If you have any questions about these forms, please call Ann @ 503-693-3243.

## USTOUS – SALES, SERVICES, NEEDS

For Sale: Antique Oak rocker. Contact Natalie if interested at 503-693-3250 or [nhorne@caowash.orhg](mailto:nhorne@caowash.orhg)

Needed: To borrow (or buy?) – a twin bed (day bed or regular bed is okay). If you have one sitting around I could use for a couple of months, please call Beth at x291.

"Be kind, for everyone you meet is fighting a hard battle."

Plato (c. 427 – 347 B.C.)  
Philosopher & Educator

Don't cry because it's over --  
smile because it happened.

unknown

## LOOKIN' FER WORK ... ... IN ALL THE RIGHT PLACES

See this info \* at:

*Common CAO MainCAOInfo/HR ResourcesCurrent Job Descriptions.*

### Administration

### Child Development

Teacher II (Sub 3 pos) EHS	\$8.79 – \$10.68
Teacher III (Sub) Coffee Creek	\$10.55 - \$13.46
Teacher III (Sub 2 pos)	\$10.55 - \$13.46
Teacher III (Sub 1 pos) Bvtn CDC	\$10.55 - \$13.46
Bus Driver	\$8.79- \$10.68

### Development Advancement

### Family & Community Resources

Office Specialist II - CAEast	\$10.42-12.83
SAFAH Family Advocate – (Temp. 3 mo. Assignment)	\$11.21-13.62
Community Resource Advocate (1 FT pos. & 1 temp. pos.)	\$11.10-\$13.48

There are two ways of exerting one's strength: one is pushing down, the other is pulling up.

## SAFETY

The committee will meet on Monday, April 5, 2004 between 12:30 and 1:30 pm.

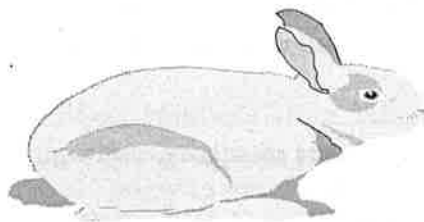
Current Members are: Brooke Zimit, Chair; Rosie Garza of Opening Doors; Farzana Siddiqui of Child Dev.; Jan Ostby of Child Dev.; Diana Green of Child Dev.; Vickie Ware from Child Dev.; Donald Shaw of Weatherization; Cory Jensen from the Shelter; Nick Nissen from Facilities; and Anne Schlereth from Energy & Emergency Services. Anne will be leaving the committee and CAO this month so we will be getting a replacement for her spot.

## CHILD DEVELOPMENT

A big Thanks to Lowe's and Home Depot in Hillsboro. Each store donated 15 aprons each to the A Kids Domain "Survivor Day" activity scheduled during Spring Break camp.

"There is no greater joy nor greater reward than to make a fundamental difference in someone's life."

Sister Mary Rose McGeady,  
Children's advocate



## HR - Ask Winnie

### Benefits, Diversity...



If you are in the Kaiser Added Choice health plan, remember that you can find doctors on the Web by going to [www.ccnusa.com](http://www.ccnusa.com) and following the directions. This is the most current information (the books get outdated very quickly).

We are estimating a cost increase for our health & dental coverage to be about 14% for the Kaiser HMO, about 12.7% for the Added Choice and about 15% for dental. As we get closer to our open enrollment period (September 2004) we will have more definite information.

Folks in the Pre-K program are already planning for class graduations at the end of the "school year". For staff in this program, remember that we will be sending you the COBRA notices/instructions, enrollment forms, costs, etc. mid-May. If you are doing some early budgeting for coverage during July & August, the cost will be the monthly premium plus 2% admin. fee. The monthly premiums are printed on the Fact Sheet with the shared costs.

If the off sites have extra employee handbooks, please send them to me. We have used up the original 300 handbooks and have about a dozen new staff who haven't received one yet. We can replace pages, refurbish, and use again (good as new).