

# Parent Advisory Committee (PAC) Meeting Minutes

1. Date of Meeting: May 6, 2010

2. Committee Attendance:

Kathryn O'Donnell (President)  
Doreen Vargo (Vice President)

Jaimie Gordon (Recording Secretary)  
Lauren Enzweiler (NPCDC Director)

Sherry Bryant  
Tangela Johnson

3. Topics/Notes:

## EOM – Employee of the Month.

- May's EOM is Ms Joan Ortiz. Ms Ortiz was presented with her award on May 3 at 5:00pm. She received a goodie bag, a certificate of appreciation, along with the EOM parking space for the month of May.
- There are now two ways to vote for the employee of the month (EOM). Parents can place a ballot in the ballot box at the CDC or through the PAC email at npcdcpac@gmail.com.
- June's voting for EOM will run from May 17 to May 26 .The next "Get Out the Vote" days will be May 19 and 20 from 4pm to 6pm. Volunteers to man the voting table are:
  - 21st 1600-1700 --> vacant
  - 1700-1800 --> vacant
  - 22nd 1600-1700 --> Vacant
  - 1700-1800 --> Ingrid Murray
- EOM voting will take place on Friday, 28 May @1700 with presentation to winner on 1 Jun @ 1645

## CYSS Outreach Program (Guest Speaker)

- Sherry Bryant from Outreach Services at CYSS (Child, Youth, and School Services) informed the PAC about the Parent University Initiative and wanted suggestions on how to increase parent participation and what programs or topics would be of interest? If you any suggestions please contact Sherry Bryant, her office is located at Central Registration Offices.
- Parent University offers free educational programs and seminars for parents. Current topics include child abuse recognition, children and money,

## Room Representatives

- The PAC is currently looking for parents who would to become involved in NPCDC and the PAC. The following rooms are currently in need of a room representative: Infant C, Toddler C, Toddler D, and Toddler G (upcoming). If you know of anyone who would like to earn discount on their daycare fee and wants to become more informed about what goes on in their child's room, please spread the word.
- All interested, please see Kathryn O'Donnell for more information.

## Parent Participation

- Parent participation is highly encouraged. The **WIN** program (**W**hy **I**'m **N**eeded) allows parents to earn points through participating in volunteer opportunities at the center. Parents who earn ten (10) credits may receive a 10% discount off their 1st child's monthly fee for the full day programs. Earn one (1) WIN point for every hour you volunteer or participate in an activity. There are various ways to participate within the NPCDC while earning WIN points:
  1. Parents are invited to attend the Parent Advisory Committee (PAC) Board meetings. Meetings are the first Thursday of every month. Parent's Earn One (1) WIN Point for each meeting.
  2. A room representative for classroom. Parent's Earn One (1) WIN Point every month of appointment.
  3. A PAC board officer. Parent's Earn Two (2) WIN Points every month of appointment.
  4. Volunteering to help chaperone NPCDC field trips or attending classroom events.
  5. Assisting the classroom teachers with art projects, typing up newsletters, reading to the children, speaking to the children about your job as fire fighter, police officer, musician, etc.

## ICE Comments

- If you have any comments or concerns regarding the snow removal in the NPCDC parking lots, how great the NPCDC staff is, or any other topics relating to Fort Belvoir log on the ICE website, Interactive Customer Evaluation, to post your comment or concern. ([http://ice.disa.mil/index.cfm?fa=site&site\\_id=336](http://ice.disa.mil/index.cfm?fa=site&site_id=336))

**Parent's Night Out/ Kid's Night Out**

- **Reminder:** on the 2<sup>nd</sup> Saturday each month, the CDC and SAS have Parent's Night Out/ Kid's Night Out respectively. The price is \$4.00 an hour/per child from 5:00pm to 10:00pm unless otherwise stated. Then next parent's night is scheduled for June 12<sup>th</sup>. Last day to register is June 11 at 5:30pm. For more information about Parent's Night Out/ Kid's Night Out, please stop by the front desk.

**CYSS Website**

- Currently, we are working with Lauren to update the Child, Youth and School Services website, the NPCDC section ([www.belvoirmwr.com](http://www.belvoirmwr.com)) or (<http://www.belvoirmwr.com/cys/north-post-cdc.html>). So look for the PAC Monthly Agenda, PAC Flyer/Brochure, and other PAC related information on the CYSS website.
- NPCDC Pre-K Class and teachers were featured on a April 16, 2010 episode of Army Newswatch discussing the Month of the Military Child. Check it out and see how NPCDC has an effect on the military mission.

**[http://www.dvidshub.net/?script=video/video\\_show.php&id=83185](http://www.dvidshub.net/?script=video/video_show.php&id=83185)**

**(Starts @ 2:20 seconds into the video)**

**Army Newswatch Video**  
(Featuring North Post CDC)



**Info for Room Reps to Pass On**

- Remind Parents that voting will begin on May 17 for June's EOM of the month. Place some ballots in the classroom to help remind parents to vote. Stress quality of the vote versus quantity of votes.
- Parents be mindful of the speed limit in the parking lot and be extra careful backing out. Small children are hard to see and even harder to see when it is dark. Drive slow, Drive Smart.
- The next official PAC meeting is scheduled for **June 3rd** at 5:00 pm in the conference room.
  - The meeting will be the PAC's monthly meeting to discuss any issues or concerns regarding the NPCDC and ways to support and enrich the lives of the children.
- **Note: Parents are not to park in the Employee of the Month Spot, it is reserved for that honored staff member. Parents are not to park in the handicap spots unless authorized (it is illegal).**

Room Representatives, their rooms and the number of teachers per room are listed below. The number of teachers per room is in parentheses.

- Infant A (5): Jaimie Gordon
- Infant B (5): Beth Podzemny
- Infant C (3): **Vacant**
- Infant D (6): Tiffany Morrison
- Toddler A (3): Mike Jennings
- Toddler B (3): Eileen Gorman
- Toddler C (3): **Vacant** (Jaimie Gordon)
- Toddler D (3): **Vacant**
- Toddler E/F (4): Lauren Miller
- Toddler G/H (3): Karen Davis
- Preschool A/B (5): Eileen Gorman
- Preschool C (4): Jason Podzemny
- Pre-K D/E (4): Ingrid Murray

ACTION	RESPONSIBILITY	DUE DATE
Room Rep Contact Info and Picture should be posted on classroom board	All Room Reps	ASAP
Ideas to increase parent involvement and any food ideas for menu suggestions	Anyone Interested	Next Meeting

POC for this memorandum is Jaimie Gordon at [jaimie.gordon@us.army.mil](mailto:jaimie.gordon@us.army.mil) or (571) 339-8264.

JAIMIE GORDON

Recording Secretary