



PORTLAND PUBLIC SCHOOLS

220 Northeast Beech Street / Portland, Oregon 97212

EARLY CHILDHOOD EDUCATION

Lee DeLance
Education Director

Martha Jordan
Social Services Director

June 28, 1972

Attached is a copy of the Early Childhood Education Policy Advisory Committees for the years 1970-71 and 1971-72. Representatives are elected from each center for a one year term. Centers which are funded by Model Cities are 3-C, 7-A, 7-B and the Jefferson and Adams Day Care.

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MODEL CITIES

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EARLY CHILDHOOD EDUCATION
PORTLAND PUBLIC SCHOOLS

POLICY ADVISORY COMMITTEE
1970-71

<u>Chairman</u>	Mrs. Callie Oulman
<u>1st Vice-chairman</u>	Mrs. Sandra Workman
<u>2nd Vice-chairman</u>	Mrs. Betty Briggs
<u>Secretary</u>	Mrs. Alice Tzantarmas
<u>Assistant Secretary</u>	Mrs. Lois McDonald

Parent Representatives

1-A	Mrs. Mattie Harris	713 N. Emerson
	Mrs. Jean Menefee	713 N. Humboldt
1-B	Mrs. Joan DeLane	5026 N.E. Cleveland
	Mrs. Inez Reed	6131 N.E. 10th
2-A	Mrs. Lois McDonald	4319 N.E. Cleveland
	Mrs. Fayrine West	4237 N. Michigan
	Mrs. Lonnie Price	4315 N.E. Garfield
	Mrs. Eula Johnson	3938 N.E. Cleveland
2-B	Mrs. Cathleen Harvey	217 N. Monroe
	Mrs. Loretta Garner	424 N. Beech
	Mrs. Tastanea Jordan	3819 N.E. Garfield
3-A	Mrs. Nancy Hawn	2128 N.E. 12th
	Mrs. Alfred Larry	207 N.E. Tillamook
	Mrs. Deloris Lee	2602 N.E. 7th
3-B	Mrs. Roger Workman	2447 N.E. Saratoga
	Mrs. Bessie Henry	821 N.E. Church
	Mrs. Callie Oulman	1631 N.E. Tillamook
	Mrs. Patricia Hawkins	2430 N.E. 9th
3-C	Mrs. Carolyn Penson	5807 N.E. 13th
	Mrs. John Kimball	2507 N.E. 14th
	Mrs. John Burns	2544 N.E. 15th
	Mrs. Dortha Henry	80 N.E. Tillamook
4-A	Mrs. Donna Hicks	4818 N.E. Garfield
	Mrs. Julie Cofrancesco	4039 N.E. 14th
4-B	Mrs. Annie Pulliam	1137 N.E. Beech
	Mrs. Maurine Morris	9548 N. Woolsey Ave.
5-A	Mrs. Jeff Davis	4911 N.E. 11th
	Mrs. Bertha Eastman	4933 N. Fessenden
	Mr. Level Broadous	935 N.E. Prescott
5-B	Mrs. Bettie Briggs	5049 N.E. 14th
	Mrs. Arletta Landis	9526 N. Fiske
	Mrs. Jan Byington	8231 N. Fiske
	Mrs. Betty Tolbert	5035 N.E. 6th
6-A	Mrs. Alice Tzantarmas	6919 S.E. Belmont
	Mrs. Viola Matheny	3812 S.E. 27th
	Mrs. Patricia King	825 S.E. Caruthers
	Mrs. Mavis Crawford	931 S.E. 32nd
	Mrs. Beverly Beesecker	402 S.E. 27th

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6-B	Mrs. Diane Voit	3225 S.E. 73rd
	Mrs. Gladys Cason	937 S.E. 32nd
	Mrs. Anita Myers	3354 S.E. Yamhill
	Mrs. Donna Conway	1626 S.E. 42nd

Community and Professional Representatives

Mrs. Earnestine Scott	3736 N.E. 15th
Dr. William Creighton	931 N.E. Hancock
Mrs. Lonetta Williams	56 N.E. Emerson
Dr. Walter Reynolds	5315 N. Vancouver
Dr. Walter Goss	104 S.W. 5th
Mrs. Regina Flowers	3630 N. Vancouver (Albina Library)
Mr. James Crolley	3806 N. Albina
Mrs. Jessie Mae Johnson	234 S.E. 7th
Dr. Margaret Wayson	6310 S.W. Burlingame Ave.
Mr. E. Shelton Hill	718 W. Burnside
Rev. Wendell Wallace	1222 N.E. Skidmore
Rev. John Jackson	2503 N.E. Liberty
Rev. Eugene Kindschuh	2710 N.E. 14th
Rev. Paul LaRue	3520 S.E. Yamhill
Mr. C. Watts Yancey	5329 N.E. Union
Mrs. Asa Brock	6926 N.E. 22nd
Mrs. Donna Murray	3728 N.E. 15th

Ex-officio Members

Mrs. Annetta Brown	2710 N.E. 14th
Mrs. Ethel Love LPN	104 S.W. 5th
Miss Lee DeLance	220 N.E. Beech
Mrs. Martha Jordan	220 N.E. Beech
Mrs. Mary Mallory	1110 S.E. Alder
Mr. Jack Quintana	1110 S.E. Alder
Miss Erma Hepburn	1110 S.E. Alder
Dr. Harold Kleiner	631 N.E. Clackamas
Mr. Willard Fletcher	6318 S.W. Corbett
Mr. William Long	38 N.E. Morris

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MODEL CITIES

EARLY CHILDHOOD EDUCATION
PORTLAND PUBLIC SCHOOLS
POLICY ADVISORY COUNCIL
1971-72

<u>Chairman</u>	Mrs. Dedra Preston
<u>Vice-Chairman</u>	Mrs. Judi Gade
<u>Secretary</u>	Mrs. Florida Blake
<u>Assistant Secretary</u>	Mrs. Judith Gollihar
<u>Parent Coordinator</u>	Winona Edwards

Parent Representatives

1-A	Mrs. Georgia Hasson	1328 N. McClellan 97217	289-1993
	Mrs. Sherrienne Brekke	9325 N. Woolsey 97203	
1-B	Mrs. Doris Johnston	1835 N. Going	
	Mrs. Loi Williams	4327 N. Gantenbein 97217	281-7820
2-A	Mrs. Willie Pervish	77 N. E. Hancock 97212	
	Mrs. Ruby Tyler	926 N. Failing 97227	281-6071
2-B	Mrs. Earnestine Williams	301 N. E. Monroe 97222	287-7501
	Miss Ruth Cressy	1612 N. E. 3rd 97232	
3-A	Mrs. Barbara Longenecker	2813 N. E. 13th 97212	282-3122
	Mrs. Marilyn Powers	7049 N. E. Rodney 97211	285-2233
	Mrs. Mary Creswell	644 N. Watts 97217	283-2885
3-B	Mrs. Phebe Allen	2637 N. E. 12th 97212	284-3695
	Mrs. Patricia Hawkins	217 N. Monroe 97227	287-3430
3-C	Mrs. Patricia Noble	3137 N. E. 13th 97212	287-5077
	Mrs. Gey Hagan	4670 N. E. Simpson 97218	282-6854
4-A	Mrs. Dedra Preston	3944 N. E. 8th 97212	284-8152
	Mrs. C. Russell	4746 N. E. 17th 97211	281-7351
4-B	Mrs. Rhonda Calahan	6337 N. E. 11th 97211	
	Mrs. Nellyne Banks	4324 N. E. 21st 97211	
5-A	Mr. & Mrs. Lumb Blake	5129 N. E. 11th 97211	282-1881
	Mrs. Mary Alvarez	746 N. E. Church 97211	288-4735
5-B	Mrs. Richard McMin	6403 N. Mississippi 97217	285-5643
6-A	Mrs. Merna Ramsey	1543 S. E. 35th 97214	236-0635
	Mrs. Diane Ingles	3845 S. E. Morrison 97214	233-2181
	Mrs. Judi Gade	1321 S.E. 48th 97215	235-7180
6-B	Mrs. Cheryl Rogers	2322 N.E. Pacific #193 97232	236-3446
	Mrs. Leon Drennan	3337 S. E. Taylor 97214	236-6573
7-A	Mrs. Ruby Mooring	4415 N. Kerby 97227	281-9564
	Mrs. Patricia Caldwell	8975 N. Woolsey Ct. 97203	289-8112
7-B	M4 & Mrs. John Baisch	9406 N. Woolsey Ct. 97203	
8-A	Mrs. Donald Baumgardner	8437 S. E. 62nd 97206	775-3250
8-B	Mrs. Judith Gollihar	5228 S. E. Hawthorne 97215	232-3393
	Mrs. Kay Rall	4124 S. E. 27th 97202	
	Mrs. Donald Miles	2518 S. E. 13th 97202	234-3553

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MODEL CITIES

Adams Day Care

Mrs. Ora Hart	616 N. E. Beech 97212	287-0886
Mr. Ronald True	3126 N. E. 7th 97212	282-6308
Mrs. John DesCamp	3015 N. E. 18th 97212	281-7435

Jefferson Day Care

Mrs. Michael Rogland	1622 N. E. Sumner 97211	
Mrs. Edna Williams	3905 N. Kerby 97227	287-2361
Mrs. Vibiana Saavedra	1004 N. E. Going 97211	282-0059

Community and Professional Representatives

Mrs. Aphra Katzev - P.C.C.	12000 S. W. 49th 97219	
Mrs. Lonetta Williams	56 N. E. Emerson 97211	284-6901
Dr. William Creighton	5022 N. Vancouver 97217	280-6000
Dr. Walter Goss	104 S. W. 5th 97204	228-6141
Mrs. Jessie Mae Johnson	234-S. E. 7th 97214	236-8492
Dr. Margaret Wayson	6310 S.W. Burlingame 97201	246-3271
Mr. E. Shelton Hill	718 W. Burnside 97209	224-0151
Rev. John Jackson	2503 N. E. Liberty 97211	284-1954
Rev. Eugene Kindschun	2710 N. E. 14th 97212	288-6174
Mrs. Elsie Culliff	9257 S.W. View Point Terrace 97219	235-8726
Mr. C. Watts Yancey	5329 N. E. Union 97211	288-6923
Mrs. Pat Ollison	5329 N. E. Union 97211	288-6923
Mrs. Asa Brock	6926 N. E. 22nd 97211	281-9778
Mr. Clifford Campbell	714½ N. E. Alberta 97211	288-8861
Mrs. Edith Ryman	714½ N. E. Alberta 97211	288-8861
Mrs. Este Morgan	3612 N. E. 9th 97212	284-7164
David Kish (Model Cities)	5329 N. E. Union 97211	288-6923

Ex-officio Members

Mrs. Ethel Love, LPN	2710 N. E. 14th 97212	284-0508
Miss Lee DeLance	220 N. E. Beech 97212	288-5361
Mrs. Martha Jordan	220 N.E. Beech 97212	288-5361
Miss Erma Hepburn	1110 S. E. Alder 97214	233-6541
Dr. Harold Kleiner	631 N. E. Clackamas 97208	234-3392
Dr. Ed. Schneider	631 N. E. Clackamas 97208	234-3392
Dr. Robert Hughley	220 N. E. Beech 97212	288-5361
Richard Curry	1114 S. E. Alder 97214	233-6541

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EARLY CHILDHOOD EDUCATION
PORTLAND PUBLIC SCHOOLS

April 3, 1972

TO: Members, Policy Council
FROM: Mrs. Dedra Preston
SUBJECT: Policy Council Meeting

The next meeting of the Early Childhood Education Policy Council will be held on Tuesday, April 11, 1972 at Center 3, 2710 N. E. 14th Avenue at 1:30 p.m. Baby sitting will be provided at Center 3.

We hope all committee members will be able to attend.

AGENDA

- I. Report on Fred Meyer sales slips
- II. Report on Rummage Sale
- III. Report on plans for potluck
- IV. Presentation of By-Laws
- V. Region X Monitors

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EARLY CHILDHOOD EDUCATION
PORTLAND PUBLIC SCHOOLS

March 14, 1972

Policy Council Minutes

The meeting was called to order by the Vice-President, Mary Alvarez on Tuesday, March 14, 1972 at Center 1. The minutes were read and approved.

Dr. Edwin Schneider spoke on approved ways of fund raising. After much discussion it was decided to have a rummage sale. A motion was made and carried. Arrangements are being made to try to obtain a church or building. If this is not possible, Kay Hall has offered her garage.

A report was made on the potluck dinner. A poll was taken of the centers to get their opinion on whether to have one. Most centers were in favor. Potluck will be on April 21st or the 28th, whichever date is available. Mary Alvarez will call Mr. Hale to make arrangements. Doris Johnston will arrange for a speaker or entertainment at the dinner. We will also have a cake auction after the dinner.

It was discussed that we would need funds to send our representatives to the State Policy Advisory meeting in May, which will be held in Pendleton on May 5th and 6th.

Geri Rowe said that Fred Meyer sales slips may still be turned in.

A discussion was held concerning swimming lessons for our children. Geri Rowe will make arrangements.

The next meeting will be on April 11th at Center 3. There being no further business the meeting adjourned.

Respectfully submitted,

Gay Hagan, Acting Secretary

mh

EARLY CHILDHOOD EDUCATION
PORTLAND PUBLIC SCHOOLS

February 4, 1972

To: Members, Policy Council
From: Mrs. Debra Preston, Chairman
Subject: Policy Council Meeting

The next meeting of the Early Childhood Education Policy Council will be held on Monday, February 14, 1972 at 9:30 a.m. in ~~Room 12 of the Early Childhood Education Office, 220 N. E. Couch St.~~ Child care will be provided. Time of meeting will be 2 p.m.

center 7, 4825 N. Haight

AGENDA

- I. Presentation of By-Laws
- II. Potluck dinner
- III. Financial report on Fred Meyer funds

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EARLY CHILDHOOD EDUCATION
PORTLAND PUBLIC SCHOOLS

January 10, 1972

Policy Council Minutes

The Policy Advisory Council meeting was called to order by the Chairman, Dedra Preston at the home of Mrs. Judith Gollihar.

Mr. Harold of Elich School Follow-Through program spoke on the background of the Follow-Through program across the nation as well as in Portland. Follow-Through was formed to continue the gains of Headstart. Their budget has been cut \$9,000,000 nationally for next year. That will cut out 25 to 30 programs. Portland probably will not be affected. If you have questions about Follow-Through, call Mr. Harold at 288-3361, 288-3537 or 288-3105.

Mary Alvarez made a report on the Parent Involvement Workshop. She told us what our role as parents and Advisory Council members is. The point was made that since the beginning of this program effort has been made to involve parents, and the record has been excellent.

Judi Gade, in discussing by-laws, said we need rules to operate on. A motion was made to set up a by-laws meeting before the next meeting. Committee members are: Judi Gade, Dedra Preston, Gay Hagen, Mary Alvarez., A meeting was set for Tuesday, January 18th at 9:30 with Miss DeLance.

The education committee did not meet this month, however some ideas for classes were presented, such as home nursing and driver education. Because some parents did not have time to be on the committee anymore, a new one needed to be formed. A motion was made to form the following educational committee to set up classes for parents: Kay Reichart, Chairman - 233-6739, Gay Hagen - 282-6054, Doris Johnston, Mary Alvarez - 288-4735, and Judi Gade - 233-7180. This meeting will be held at the E.C.E. office on Thursday, January 13th with Mrs. Jordan and Mrs. Rowe.

The next P.A.C. meeting will be held in the E.C.E. office at 220 N.E. Beech on Monday, February 14th in Room 12. Child care will be provided so all teachers and other staff may attend. Time of meeting will be 2 p.m.

There being no further business the meeting adjourned.

Respectfully submitted,

Judith Gollihar, Acting Secretary

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EARLY CHILDHOOD EDUCATION
PORTLAND PUBLIC SCHOOLS

January 4, 1972

TO: Members, Policy Council
FROM: Mrs. Dedra Preston, Chairman
SUBJECT: Policy Council Meeting

The next meeting of the Early Childhood Education Policy Council will be held on Monday, January 10, 1972 at the home of Mrs. Judith Gollihar, 5228 S. E. Hawthorne at 9:30 a.m. Child care and transportation will be provided, if needed. Notify social worker in your center.

We hope all committee members will attend.

AGENDA

1. Discussion on Parent Education Classes by Mrs. Mary DesCamp.
2. Evaluation of the Headstart classes by Mrs. Vibiana Saavedra.
3. Report on the Parent Involvement Workshop by Mrs. Mary Alvarez.
4. Discussion of writing of by-laws by Judi Gade.

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EARLY CHILDHOOD EDUCATION
PORTLAND PUBLIC SCHOOLS

Policy Council Minutes

December 13, 1971

The Policy Advisory Council meeting was called to order by the Vice-Chairman, Judi Gade. The minutes were read and a correction was made that the Policy Council meetings be held every second Monday of each month.

Mrs. Vibiana Saavedra discussed the newsletter item regarding Discipline, Democracy and You and that she disagreed with it.

Mrs. Gollihar suggested that Headstart have a booklet sent out to each parent so that they would have a pre-knowledge of what is going on in Headstart. Everyone agreed. Mrs. Alvarez suggested that for next year there should be two meetings for the Policy Council before electing officers. The meetings would be to get to know each other before electing officers.

Mrs. Saavedra talked about the evaluation sheet that will be sent out. She suggested having more different types of classes, such as a Consumer Education Class, a class on protection for women so that they would know what their rights were. It was thought that there should be one less Arts & Crafts class. The evaluation questionnaire sheet for the new classes should be sent out in January.

Mrs. Alvarez stated that she will make posters for each center to help parents who need help with their child in Headstart. The posters will tell them who to call and where to go and to help them to attend the meetings.

It was announced that the Fred Meyer luncheon netted \$100.

Mr. Dick Wheatley spoke on TREND, a federally funded program. He congratulated us on the response that we have given to the Headstart program.

Mrs. Aphra Katzev spoke on child development in school.

It was stated that the notices regarding meetings should be sent out at least three days before the meetings.

The next meeting will be held at the home of Mrs. Judith Gollihar, 5228 S.E. Hawthorne on Monday, January 10, 1972.

There being no further business the meeting adjourned.

Respectfully submitted,

Florida Blake, Secretary

EARLY CHILDHOOD EDUCATION
PORTLAND PUBLIC SCHOOLS

May 1, 1972

Dear VIP:

Come join the parents, volunteers, and staff of the Early Childhood Education program for an ice cream social in honor of all those who have made the 1971-72 school year a success. Friday, May 5, 1972, 1-3 p.m. at Center #3, Augustana Lutheran Church, 2710 N. E. 14th Avenue is the time and place.

Certificates will be granted to all E.C.E. parents who have completed 4-10 weeks adult education classes. Awards of appreciation will be given to all parent and community volunteers who have graciously given their services as volunteers to the four year olds in the E.C.E. program. The services provided by you as volunteers have enhanced the education of our four year olds and lessened the load of our school staff. Your ideas, your suggestions, and your continued cooperation are needed and will be most deeply appreciated.

We will be delighted to see you and hope you can accept.

Most sincerely,

Lee DeLance)
Martha Jordan) Co-Supervisors

Dedra Preston, PAC Chairman

Carol Probasco, Volunteer Chairman

CP:cc

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MODEL CITIES

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April 21, 1972

Mrs. Lee Delance, Director
Pre-School Expansion Program
Portland Public School District #1
220 N. E. Beech
Portland, Oregon 97208

Dear Mrs. Delance:

The Contract between the Portland Public Schools and the City calls for monthly reports to be in this office by the fifth working day following the reporting month. The following schedule shows that there has been considerable "lag" in receiving your reports. It is understandable that your accounting system may not allow you to get the reports out in five days, but the lag shown below is completely unacceptable.

<u>Reporting Month</u>	<u>Date Received</u>	<u>"Lag" Time</u>
December 1971	January 26	26 days
January 1972	not yet received	
February 1972	not yet received	
March 1972	not yet received	

Please forward as quickly as possible, the January, February and March reports.

Sincerely,

Andy Raubeson
Deputy Director

cc: E. Warmoth/MC Coordinator
C. Jordan/Director
B. Jones/Auditor's Office
A. Ricks/Evaluation
C. Yancey/Social
E. Roberts/Administration
L. Berry/Financial Specialist
Official Files (2)
4-21-72/AR/pl

CITY DEMONSTRATION AGENCY - Portland Model Cities Agency

Inter-Office Memorandum

March 2, 1972

TO: Bob Jones
City Auditor's Office

FROM: Bill Oberhue
Financial Specialist

SUBJECT: Pre-School Expansion 10-02

I am re-submitting the requisition for the Revised June 1-15, 1971 amount. The total for the period is \$7,121.69 of which we have paid \$2,524.12, leaving a balance of \$4,597.57. From this I have withheld \$3,443.12 as the total cumulative of furniture is over budget by that amount. This will put the total First Action Year accumulation at \$41,842.17.

WO _____

cc: E. Roberts
C. Jordan/Director
A. Raubeson/D. Director
Official Files ✓

Interoffice Memorandum

TO: Mr. Charles Jordan
Director

FROM: C. Watts Yancey
Social Coordinator

DATE: June 19, 1972

RE: Preschool To 4-C For Title IV-A Match

In a conference, held in the Social Coordinator's office on Thursday afternoon, June 15, 1972, relative to transferring the Preschool Expansion project to the 4-C Council for Title IV-A Match, the following developments occurred:

1. The Preschool project will be funded for \$238,000
2. This will require the following funds:

a. CDA -----	\$52,000 x 4 = \$208,000
b. School District -----	10,000 x 3 = 30,000
	<u>TOTAL \$238,000</u>
3. Preschool project will expand from 60 MH children to 140 - 160 children
4. Previous CDA allocation to Preschool \$81,674
 25% cost match for CDA 52,000
 Sub-balance recovered \$29,674
 Bathroom for school center #7* 674
 Recovery to CDA \$29,000

NOTE:

In the conference, the 25% CDA match seemed the clearer way for match. Additionally it reduced the administrative cost of 4-C from 10% to 5%. (I would recommend/suggest that for the IV Action Year planning, for Child Care Centers with 4-C, we use this formula and the cost of administration be retained at 5% for all projects. Fiscal clarity and understanding would be enhanced also).

5. The total saving affected (\$29,000), I recommend to be re-programmed to the Senior Adult Service Center project - If you recall, I spoke of this earlier in the year as a procedure to secure additional funds for the center's minus 3 months budget.

Mr. Oberhue, Fiscal Specialist, informs me that the monthly spending level for the center is \$11,869.00 in the Second Action Year. Three months x \$11,869 = \$35, 607, required for a 12 month budget.

If this spending level is maintained in the Third Action Year, there would remain the amount of \$6,607.00 to be secured to accumulate the total dollars, \$35,607.00, required to assure the center's program will be funded throughout the full 12 months of the Third Action Year.

Of course, these figures are projected at the monthly spending level of Year II. There could be errors of fluctuation. No doubt, after two to three months into the Third Action Year, a more realistic figure can be acquired to deal with this concern.

Additionally, it is recommended that any accumulated surplus, from the project's Second Action Year budget, be reserved and allowed to be carried over, reprogrammed, or reallocated by the project, which ever fiscal mechanic is best, to thus reduce the \$6,607.00 amount.

Activity at the state level, for securing funds has been held in abeyance, per your orders. However, if any success is achieved later on this month or in July, (I do plan to pursue the matter further), it can either make up the complete deficit, or if larger than needed, release the surplus funds (CDA) to be allocated to some other CDA project activity.

CWY

C. Watts Yancey

cc: Official files (2)
Deputy Dir/Raubeson
Adm Coord/Roberts
Soc Spec/LyDay
Plan Assis/Morris
Author/Yancey
6/19/72
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PORTLAND MODEL CITIES - CITY DEMONSTRATION AGENCY

Interoffice Memorandum

DATE: May 9, 1972

TO: Ed Warmoth, Model Cities Coordinator

FROM: Elvin D. Roberts, Administrative Management Coordinator

SUBJECT: Reallocation of Preschool Expansion Funds

The CPB recently voted to provide funds for the transportation of children who are currently being bussed to school districts outside the City of Portland. The amount of this allocation is \$4,886 and is to come from a contract currently being administered by School District #1 (Preschool Expansion).

An amendment to the Preschool Expansion Contract will be necessary. Transportation of school children outside the School District is not a part of the original project description.

The Board also voted to decrease the Preschool Expansion contract by \$4,500. This decision is a result of additional funds needed by the 4-C Council in order to provide care for those children who are being displaced as a result of the early closing of the school system.

On the latter issue, concurrence is required from the School District before this deduction may be made.

Could you see to it that the necessary ordinances are prepared? New budgets and project descriptions to follow.

ER 

cc: C. Jordan/Director
A. Raubeson/Deputy Director
C. Yancey/Social Coordinator
B. Oberhue/Budget Analyst
Official Files (2)
5-9-72/EDR/pl

portland model cities

February 23, 1972

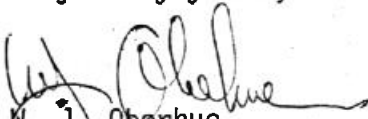
Lee De Lance
Portland Public Schools
District No. 1
220 N. E. Beech Street
Portland, Oregon

Dear Mr. De Lance:

I am writing you in regards to a payment-request for the Pre-School Expansion Project being held from First Action Year funding. The request was for the revision of the June 1 - June 15, 1971, expense figures and is requesting an additional \$4,597.07.

At the present time, this request has not been paid - pending some clarification from your office. If either Mr. Galen Anderson or yourself can make arrangements to meet with Mr. Elvin Roberts and myself (at the Model Cities Office) this matter may soon be resolved.

Very truly yours,


W. J. Oberhue
Financial Specialist

WJO:cfc

cc: C. Jordan/Director
A. Raubeson/Deputy Director
E. Roberts/Admn. Management Coordinator
Official Files

portland model cities

January 25, 1972

Robert C. Hughley
Director
Portland Public Schools
Pre-School Expansion
220 N. E. Beech Street
Portland, Oregon

Dear Mr. Hughley:

Enclosed, please find the approved Pre-School Expansion Contract Change Order, dated December 17, 1971, and effective December 20, 1971.

If you have any questions regarding this matter, please contact me at the below number.

Sincerely,



Elvin D. Roberts
Administrative Management Coordinator

EDR:cfc

Enclosure

xc: C. Yancey/Social Coordinator
D. French/Information Coordinator
C. Jordan/Director
A. Raubeson/Deputy Director
Official Files

PORTLAND MODEL CITIES - CITY DEMONSTRATION AGENCY

Inter-Office Memorandum

December 17, 1971

TO: Ed Harmoth, M. C. Coordinator
Mayor's Office

FROM: Elvin D. Roberts
Administrative Management Coordinator

SUBJECT: PRE-SCHOOL EXPANSION CONTRACT CHANGE REQUEST

Attached is a Contract Change Request from School District No. 1. This request would reallocate \$2,375 from contracted services to space. The items deduced under contracted services are as follows:

- (a) \$1,000 from lunches: this is possible because of recent legislation which gives the school district more funds under the National School Lunch Program.
- (b) \$1,000 from medical services: this is possible due to the volunteer services of Dr. Margaret Wayson.
- (c) \$375 from snack: this is possible also due to additional funds from the National School Lunch Program.

The additional funds for space are necessary to provide for increased space costs and provide adequate space for ninety (90) children. This change also transfers \$225 from contracted services which were for insurance to the insurance category. These funds were already approved as budgeted.

Initially, the City Demonstration Agency had considerable reservations about this requested change. We now feel we have adequate assurance from the School District that the level of services to the children will be maintained and that this change is necessary and beneficial to the project.

EDR: 

EDR:cfc

Attachment

cc: C. Jordan/Director
A. Raubeson/Deputy Director
B. Oberhue/Financial Specialist
B. Jones/City Auditor's Office

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MODEL CITIES



DATE 12-16-71

PROJECT NO. 1253 No. 1 - 2nd Action Year
PROJECT NAME PL 9 SCHOOL EXPANSION
PROJECT NO. 10-02
ORGANIZING AGENCY PORTLAND SCHOOL DISTRICT #1

REQUESTER Dr. Robert Hughley

PROGRAMMATIC IMPACT None

FINANCIAL IMPACT Would transfer \$2,375 from contracted services to space to provide more adequate facilities for 90 children.

- ☒ THIS CHANGE IS NOT SUBSTANTIAL IN NATURE AND MONEY WILL NOT EXCEED TOTAL BUDGETED FOR THIS PROJECT; THE CHANGE WILL BECOME EFFECTIVE IMMEDIATELY.
- ☐ THIS CHANGE WILL REQUIRE AN ORDINANCE AND CITY COUNCIL APPROVAL BEFORE IT CAN BECOME EFFECTIVE.
- ☐ THIS CHANGE WILL REQUIRE CONFIRMATION OR APPROVAL BY HUD BEFORE IT CAN BECOME EFFECTIVE.

SUPPORTING DOCUMENTATION ATTACHED YES ☒ NO ☐

APR _____ DISAPR _____
GDA DIRECTOR _____ DATE _____
MAYOR _____ 1/7/72

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CERTIFICATE OF APPROPRIATION

10-00
CONTRACT NO. 1000
CHARGE NO. 1000
APPROVED BY: [Signature]
DATE: 10/21/71
FISCAL YEAR: 1971

AMOUNT \$10,000.00
APPROVED BY: [Signature]
DATE: 10/21/71

CATEGORY CODE	CATEGORY TITLE	APPROVED BUDGET	PROPOSED CHANGE	REVISED BUDGET
10	SALARIES (INCLUDING FRINGE BENEFITS)	62,878		62,878
20	CONTRACTED SERVICES, (INCLUDING AUDITING)	12,835	-2,600	10,235
30	TRAVEL, LOCAL	800		800
35	TRAVEL, OUT OF TOWN	600		600
40	CONSUMABLE SUPPLIES	1,783		1,783
50	SPACE (INCLUDING RENOVATION)	1,188	-12,375	2,563
55	UTILITIES (INCLUDING TELEPHONE)	500		500
60	FURNITURE & EQUIPMENT (RENTAL)			
65	FURNITURE & EQUIPMENT (PURCHASE)	500		500
70	INSURANCE	-0-	+225	225
71	MAINTENANCE & EQUIPMENT			
79	MISC. EXPENSES	500		500
TOTALS		81,674	0	81,674

JUSTIFICATION:

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OCT 21 1971
ADMINISTRATION

RECEIVED
NOV 23 1971
ADMINISTRATION

Robert H. Wiley
DIRECTOR

PORTLAND PUBLIC SCHOOLS
1200 NE Oregon Street, Portland, Oregon 97232

MEMORANDUM

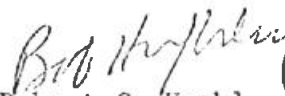
September 27, 1971

Mr. C. Watts Yancey
Model Cities Agency
5329 N. E. Union Avenue
Portland, Oregon 97211

Dear Mr. Yancey:

Enclosed is a contract change order requesting the shifting of funds from one line item to another in the Pre-School Expansion Project, No. 10-02. Favorable consideration is requested to permit us to pay increased space cost above our earlier projections.

Sincerely,


Robert C. Hughley
Director

RCH:mm
Enc.

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SEP 30 1971

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OCT 21 1971
ADMINISTRATION

RECEIVED
OCT 23 1971
ADMINISTRATION

RECEIVED
OCT 23 1971
ADMINISTRATION

11/22/71

TO: Mr. Martin, Director

FROM: Mr. [Name], [Title]

DATE: November 22, 1971

RE: Contract Change Request for Pre-School Expansion (10-02-60)

The contract change request by the Portland Public School for project 10-02-60 - Pre-School Expansion has been reviewed.

The Social Coordinator recommends approval.

Attached is a letter from the Director of the project, Miss Lee DeFrance, justifying the request.

There will be no change in program thrust or reduction in number of children served.

CC: *Lee DeFrance*

Attachment

- cc: Official files (2)
- Deputy Dir/Institution
- Adm. Mgt Coord/Roberts
- Planning Asstist/Ollison
- Author/Yancey
- 11/22/71

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Nov: Dec 18, 1971

Mr. C. Watts Yancey
Portland Model Cities
5329 N. E. Union Avenue
Portland, Oregon 97211

Dear Mr. Yancey:

In response to your request for information concerning budget changes for the 2nd action year of the Pre-school Expansion Program, we submit the following rationale:

1. A reduction of \$1000.00 in necessary funds for lunches is possible due to recent legislation which enables us to recover a larger portion of the costs through the National School Lunch Program.
2. A reduction of \$1000.00 in medical fees is possible due to the volunteer services of Dr. Margaret Wayson, M.D., who is providing for a major portion of the physical exams for the preschool youngsters.

3. The increase in rental funds is to provide adequate classroom space at Augustana Lutheran Church. *The increase in rental funds is to provide adequate classroom space at Augustana Lutheran Church. \$2,745 - \$1,420 decrease in*

Sincerely,

Lee DeLance

Lee DeLance, Supervisor

LD:cc

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NOV 23 1971
ADMINISTRATION



STATE ECONOMIC OPPORTUNITY OFFICE

DEPARTMENT OF HUMAN RESOURCES

ROOM 313, PUBLIC SERVICE BUILDING • SALEM, OREGON • 97310 • Phone 378-4729

TOM McCALL
GOVERNOR

January 13, 1972

CHALMERS L. JONES
Director

MARC P. (TED) WINTERS
Supervisor

DIVISIONS
Children's Services
Corrections
Employment
Health
Mental Health
Vocational Rehabilitation
Welfare

SPECIAL PROGRAMS
Aging
Camps
Economic Opportunity
Multi-Service Centers

Mr. Dan Cardwell
Chairman
Oregon CAP Association
1988 Newmark Avenue
Coos Bay, Oregon 97420

Re: Head Start Monitoring Positions with University
of Puget Sound

Dear Dan:

A monitoring contract has been developed between Region X Office of Child Development and the University of Puget Sound at Tacoma. It is a one year contract - January 1, 1972, to December 31, 1972. However, it will be evaluated in June and if results have been favorable, a 1973 contract will be signed.

Four positions must be filled by the University of Puget Sound by February 1. Information telephoned to me by Dr. Ernest DeRocher at the University is to the effect that they are seeking two persons with early childhood development backgrounds and two with management backgrounds, all with Head Start experience. Salary would be comparable to their present salaries with a top of \$15,000.

The contract calls for the University of Puget Sound to monitor Head Start Programs in Region X with monitor defined as data collection. In the process a questionnaire will be sent to a program three weeks prior to the visit of a monitoring team. At their visit the team will use another questionnaire in interviewing people. Before leaving the program, the team will give an exit report. A final written report will be developed for OCD. With the program, OCD will evaluate the data.

Applications in the form of a resume should be sent to Dr. DeRocher, School of Education, University of Puget Sound, Tacoma, Washington 98416. Applications will be accepted until

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Mr. Dan Cardwell

- 2 -

1/13/72

5:00 p.m., January 21, 1972. In collaboration with OCD, the University will make selections on January 24 and notify those selected. Appointees will be expected on the job February 1, 1972.

Sincerely,



MARC P. (TED) WINTERS
Supervisor

MPW:jg

cc: CAP Board Chairmen
CAP Executive Directors
Head Start Directors
4-C Directors
Portland Model Cities
State Personnel Division
State Employment Division
John Galvin, Children's Services Div.
Jim Young, Region X OEO