EARLY CHILDHOOD EDUCATION PORTLAND FUELIC SCHOOLS

April 28, 1971

TO:

Members, Policy Council

FRCM:

Mrs. Callie Oulman, Chairmen

SUBJECT:

Next Meeting

The Policy Council Committee will meet on Tuesday, May 4, at 1:00 p.m. at Center 3, Augustana Lutheran Church, 2710 N. E. 14th. Child care and transportation will be provided if needed. Notify Mrs. Winona Edwards, 264-2412.

We hope all committee members can attend.

AGENTOA

- I. Report on Job Fair and Dessert Supper
- II. State representatives to State P.A.C.
- III. Volunteers Tea May 12
- IV. End of year Reception

CO:cc

EARLY CHILDECOD EDUCATION PORTLAND PUBLIC SCHOOLS

Policy Council Misutes

April 6, 197%

The April meeting was held at Center 6 with Chairman Callie Oulman presiding.

The majority of the magning was spent planning the "Job Fair and Descert Supper" which will be held April 28 from 7 p.m. to 9 p.m. Centers 4 and 5 will set up the tables, etc. and Centers 6 and 7 will clean up. The Job Fair will be held at Center 3. Child care will be provided. It was voted and seconded that we provide the children with cockies and that they should not attend our Descent Supper.

All centers are to call the parents from their center. Center 2 will provide the children's refreshments.

line. Anita Myers will send invitations to the community representatives.

On April 16 a weight watchers group will meet at the Multi-Service Center.

On May 12 from I pare to 3 pare there will be an awarding of certificates to all parents who have volunteered time in the classroom and to those people who have completed their adult education classes. Tenchers will send in their list of volunteer parents, names and addresses as soon as possible to Mrs. Winona Edwards, Farest Coordinator.

The Dudget Countities, consisting of Leilani Burley, Alice Trantoumas, Judy Cofrancesco, Callie Guiman, and Delovic Kimball will meet with Miss Delance at a date to be announced later to review the 1971-72 budget.

Refreshments were served and the meeting was adjourned.

Respectfully submitted,

Alice Trantarmas, Secretary

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APR 3 0 1971
MODEL CHIES

EARLY CHILDHOOD EDUCATION PORTLAND PUBLIC SCHOOLS

February 25, 1971

TO:

Members, Policy Council

FROM:

Mrs. Callie Oulman, Chairman

SUBJECT:

Mext Meeting

The Policy Council Committee will meet on Tuesday, March 2, at 1:00 p.m. at Center 3, Augustana Lutheran Church, 2710 N. E. 14th. Child care and transportation will be provided if needed. Notify Mrs. Winona Edwards, 284-2412.

We hope all committee members can attend.

AGENDA

- I. Role of the Policy Council Jack Quintana, Education Coordinator Portland Metropolitan Steering Committee
- II. Parent Evaluation Potluck Dinner Mrs. Callie Oulman
- III. Child Care and Bus Supervision Mrs. Martha Jordan

CO:cc

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MODEL CITIES

BARLY CHILDROOD EDUCATION PORTLAND PUBLIC SCHOOLS

Pedruary 2, 1971

Policy Council Minutes

The Policy Council met at Center 6, on Tuesday, February 2, 1971, with Chairman Callie Oulman presiding.

Hrs. Annetta Brusen reported to us about a research project that Dr. Jackson from the University of Gregon Medical School is conducting. He has asked sees of our parents and children to take part in this project.

Hrs. Edwards brought us up to date on the E.C.E. potluck dinner that will be held at Numboldt School on February 17.

Hrs. Beverly Bresecker made a motion that the coffice for the potluck be cattered in. Hrs. Anita Myers seconded the motion. The Council voted and approved the motion.

The program at the potluck will consist of a film about "Headstart", followed by Mr. Jack Quintana, Education Director, who will enswer any questions the perents might have about the Readstart Program.

The children from each center will be responsible for setting up their table and also for cleaning up after the potluck.

Cur next meeting will be held at Center 3 with Mr. Jack Quintana from the Metropolitum Steering Committee speaking. Center 7 will have the refreshments for the March meeting.

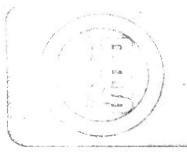
Conter 2 furnished our refreshments.

The meeting was adjourned.

Respectfully submitted,

Alice Trantarmas, Secretary

RECEIVED
FEB 2 6 1971
MODEL CITIES



220 Horthogst Booch Stroot / Portland, Orogon 97212

INTER AREA PROGRAMS

Career Opportunities Program

January 11, 1971

Mr. Charles Jordan, Director Model Cities Demonstration Agency 5329 N. E. Union Avenue Portland, Oregon 97211

Dear Mr. Jordan:

I have been advised, by Dr. Robert Hughley, that I errored in my request for a recommendation in my letter of November 9, 1970.

I respectfully request this letter be disregarded and regret any time spent in replying.

Sincerely,

(Mrs.) Virgie L. Harris, Director

Career Opportunities Program

VLH/pl

cc: Joe Nunn

Chairman, Citizens' Planning Board

Model Cities

JAN 10 1971

MODEL CITIES

portland model cities

CITY DEMONSTRATION AGENCY 5329 N.E. UNION AVENUE PORTLAND, OREGON 97211 288-8261

May 13, 1971

MEMO

To:

R. Franz, Evaluation Specialist

From:

O. Rutherford, Evaluation Specialist

Subject: Preschool Expansion (Early Childhood)

This project, Preschool Expansion, falls within the long-range objectives of the Education Program, i.e., to improve the academic achievement and learning capacity of the Model Neighborhood (MN) residents, including preschool children, elementary school children, high school children, illiterate adults, also, to provide entry into employment in the field of education for MN residents with such goals.

This project is designed to expand the Early Childhood Education presently being operated by the Portland School District #1, specifically, to the children of low-income families residing in the MN. The overall intent is to attempt to raise the level of achievement to a comparable level in their school years, as that of children in other sections of the City. The direct beneficiaries are the MN children of low-income families.

The City, and Portland School District entered in contract to provide an Early Childhood Education Project as a part of the Model Cities Program. That contract provided for maximum compensation to School District #1 in the amount of \$74,333, and was to terminate when the \$74,333 was expended; subsequent to execution of the contract, it was anticipated that the Model Cities First Action Year would terminate April 30, 1971. The contract was amended by Ordinance to extend and include June 15, 1971 at a maximum cost of \$58,857.

Project Preschool Expansion employs seven (7) full-time employees and planned for eighty (80) four-year old children. The report for April 1971 indicates that ninety (90) children were planned and actually ninety-six (96) children received service from the project.

EVALUATION

MAY 14 1971

RECEIVED

Memo to R. Franz From O. Rutherford May 13, 1971 Page 2

The report indicates 280 (including whole families) attended the parent education programs.

This evaluator and the financial specialist attended a meeting at the School Administration Building. The directors of Preschool Project and School Aide Project are desirous of having the monthly reports sent from the office of the Business Administrator, Mr. Harry Culp. After a thorough explanation and discussion on the procedures of filling out the monthly reports, it was agreed by the financial specialist to have the reports sent from the Business Administration office would be a workable plan. During the discussion, it was revealed that neither project director had been informed of the two Ordinances affecting their respective projects and budget changes. Copies of the Ordinances passed April 28, 1971 were left with them, in addition to the extended budget for Preschool.

From all indications, the Preschool Expansion Project is being administered within the guidelines of the Project Description.

A concern was expressed as to how funds would be made available for a Summer Program of the project. The MN Financial Specialist pointed out this could be arranged through budget adjustments with approval of the Model Cities Director.

OR.

cc:

Official Files (2) Director/Jordan Coordinator/Yoon Author/Rutherford

5-13-71 pl

March 19, 1971

Mrs. Martha Jordan Supervisor Preschool Expansion 220 N.E. Beech Portland, Oregon 97212

Dear Mrs. Jordan:

The Education Working Committee from Model Cities area is having a meeting on March 25, 1971, Thursday, at 7L30 p.m. The meeting place is 5630 N. E. Union Avenue which is the Neighborhood Development Office.

We would like very much for you to attend this meeting and join in the discussion.

I am looking forward to seeing you there.

Sincerely,

Pat Ollison Staff Advisor, Education Working Committee

cc: Dr. Hughley

cc: Official files (2)

Director/Jordan Coordinator/Yancey Author/01lison

3=19-71

VSC

March 18, 1971

Dr. Robert C. Hugely, Director of Inner-Area Schools Portland Public Schools 220 N. E. Beech Street Portland, Oregon 97212

Dear Dr. Hugely:

Your letter of March 9, 1971, requesting permission to make some budgetary transfers in the Education Aides and Pre-School Expansion projects has been approved.

HUD guidelines permits the CDA to grant approval in budget line item shifts within the project if it does not exceed 10% of the total project budget. This provision will cover the requested shift in the Pre-School Expansion budget.

The guideline also provides CDA approval to permit a transfer of monies from one project to another, if they are in the same category, and does not alter the thrust of the program. This would cover your request for Education Aides.

I trust this information will be satisfactory to you and will be of some aid in the better implementation of both these projects.

Sincerely yours,

C. Watts Yancey, Coordinator

C. Watts Program Area

Social Environment Coordinator

CWY/jli

cc: Vofficial Files (2)
Director/Jordan
Author/Yancey
3/17/71 jli

The Honorable Terry D. Shrunk Mayor, City of Portland City Hall 1220 S. W. 5th Avenue Portland, Oregon 97204

Dear Mayor Shrunk:

Enclosed is a copy of our Pre-School Expansion project. This is a revised copy of an approved project. The revision is the result of much effort and cooperation between School District #1 and the Model Cities program. The project is now ready to go to contract. The project will use \$74,445.00 of Model Cities supplemental funds and \$35,536.00 in local School District funds.

The project will make Head Start Services available to eighty (80) more children. We hope a contract can be signed in the near future.

Sincerely,

SGND. KEN HAMPTON

Ken Hampton Acting Director

Enclosure

cc: Official files (2)

Ken Hampton/bh 7-6-70

December 29, 1970

Mrs. Virgie L. Harris Director Career Opportunities Program Inter Area Programs 220 N. E. Beech Street Portland, Oregon 97212

Dear Mrs. Harris:

This is in reply to your letter of December 9, 1970, in which you asked the question, "must people who live within the Model Cities designated areas and meet the low-income (OEO or HUD) guidelines, but work in schools outside the Model Cities area, be participants of Career Opportunities Program?"

I have discussed this with Mr. C. Watts Yancey, Social Environment Coordinator for the Model Cities Program, and requested his recommendation which I have enclosed. I concur with Mr. Yancey in all respects.

Sincerely yours,

Charles Jordan Director

Enclosure

cc: Official files (2) Director C. Watts Yancey 12/29/70 gh

December 11, 1970

Mrs. Lee DeLance Supervisor of Early Childhood Education Portland Public Schools 220 N. E. Beech Portland, Oregon 97212

Dear Mrs. DeLance:

I would like to take this opportunity to express my appreciation of the Pre-school Expansion Monthly Report that was submitted by you.

Without a doubt, on your first attempt, this is one of the most complete and informative reports that we have received here at the C.D.A.

Evaluation also supports my comments.

Sincerely,

C. Watts Yangey,

Social Coordinator

cc: Dr. Robert Hugley

bcc: Official files (2)

Director/Jordan Author/Yancey 12/11/70 cw



220 Northeast Beech Street / Portland, Oregon 97212

INTER AREA PROGRAMS

Career Opportunities Program

December 9, 1970

Mr. Charles Jordan, Director Model Cities Program 5329 N. E. Union Avenue Portland, Oregon 97211

Dear Mr. Jordan:

The question arises, "must people who live within the Model Cities designated areas and meet the low-income (OEO or HUD) guidelines, but work in schools outside the Model Cities area, be participants of Career Opportunities Program?

In answer to this question, Dr. Hughley made this statement:

"Personnel may participate where children have been administratively transferred to schools outside the Model Cities neighborhood.

Personnel may participate where schools have been administratively designated to serve Model Cities residents."

The COP Advisory Council gave its support to his statement, at its December 3, 1970 meeting.

In addition, the guidelines state, "the Model Cities Director and Planning Board must sign off on all schools' policy-boundary changes chosen for COP teams, after the Model Cities area is saturated to their satisfaction".

The two cases in point are in reference to Mrs. Edna Pittman, who lives in Model Cities neighborhood, 5906 N. E. 16th, is designated low-income, but works as a part-time aide in Abernethy Elementary School (a School located in Model Cities neighborhood). Mr. David Woldridge of 903 N. Humboldt is a low-income Model Cities resident, but works as a hall aide at Roosevelt High School (a School not located in Model Cities area).

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MODEL CITIES

Mr. Charles Jordan, Director Model Cities Program December 9, 1970 Page 2

If you approve of these two people being in COP, please send written approval, at your earliest convenience.

Thank you.

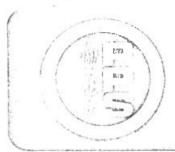
Sincerely,

(Mrs.) Virgie L. Harris, Director Career Opportunities Program

VIH/pl

cc: Mr. Joe Nunn, Chairman

TELLOW 550



220 Horthoust Booch Stroot / Portland, Orogon 97212

INTER AREA PROGRAMS

Career Opportunities Program

December 9, 1970

Mr. Cecil Yancey
Portland Model Cities Program
5329 N. E. Union Avenue
Portland, Oregon 97211

Dear Mr. Yancey:

This is to confirm your agreement to serve on the screening committee to select candidates for the Career Opportunities Program.

The first interview is scheduled for 8 a.m., Tuesday, December 15, in the Board Conference Room, Curriculum Library of the Administration Building (631 N. E. Clackamas). We hope to be finished by 2 p.m..

Your willingness to serve on this committee is greatly appreciated.

Sincerely,

(Mrs.) Virgie L. Harris, Director

Career Opportunities Program

VLH/pl

DEC 11 1070
MODEL CITES

December 2, 1970

Dr. Robert Hughley
Director of Model Schools
Portland Public Schools
220 N. E. Beech
Portland, Oregon 97212

Dear Dr. Hughley:

This letter is in response to your inquiry regarding the Monthly Progress Report on Education Aides submitted by Mrs. Virgie Harris, Director of the Career Opportunity Program.

On November 17, 1970, a meeting was held with Mrs. Harris, Mrs Lee DeLance, Mrs. Pettet and myself of the CDA staff to discuss clarification of the Monthly Report. The result of this meeting was a corrected copy of the Monthly Report and, I am certain, a better understanding of how to compile it in the future.

Sincerely yours,

C. Watts Yancey
Social Environment Coordinator

CWY:1g

Official Files (2)
cc: Director/Jordan
Author/Yancey
Mrs. Virgie Harris

1 7



OREGON BOARD OF EDUCATION

10/1/70.

942 LANCASTER DRIVE NE • SALEM, OREGON • 97310 • Ph. (503) 364-2171 Ext. 1602

September 30, 1970

TOM McCALL GOVERNOR

BOARD OF EDUCATION

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FRANCIS I. SMITH 600 Morgan Park Building Portland 97205

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FRANK J. VAN DYKE 110 E. Sixth Medford 97501

FRANK M. WARREN 621 S.W. Alder Portland 97205

DALE PARNELL Superintendent on Officer of the Board dent and Executive

JESSE FASOLD Deputy Superintendent and Secretary of the Board Mr. C. W. Yancy Social Education Coordinator Model Cities 5329 N.E. Union Avenue Portland, Oregon 97211

Dear Mr. Yancy:

The summer training phase of the first year of the Career Opportunities Program (COP) has been completed and the academic year phase is under way. It has taken flexibility and progressive thinking of district and cooperating higher education institution personnel to make this possible.

We will undoubtedly face many new problems as the program develops toward full realization of the goals established by the Federal guidelines. So that all concerned may be aware of how the program has developed and share a general understanding of the concepts upon which the program is based as we face future administrative and programmatic concerns, we have planned to hold a statewide COP meeting to study these problems.

The meeting has been set for Friday, October 23, at North's Chuckwagon, 694 Lancaster Drive, N.E., Salem. Coffee will be ready at 9 a.m. and the meeting will start at 9:30. We expect to close by 3:30.

We would like to invite you to spend this day with us and hope you can work it into your calendar. May we plan on seeing you there?

Sincerely.

Lee G. Wells

EPDA Specialist

Lee S. Wells

LGW:jf

RECEIVED OCT -1 1970 MODEL CITIES

The HORN Terry D. Schrunk Mayor of Portland City Hall Portland, Oregon 97204

Dear Mayor Schrunk:

Enclosed is a copy of our Pre-School Expansion project. This is a revised copy of an approved project. The revision is the result of much effort and cooperation between School District #1 and the Model Cities program. The use of \$74,333 of Model Cities supplemental funds and \$35,448 in local School District funds.

The project will make Head Start Services available to eighty more children. We hope a contract can be signed in the near future.

Sincerely yours,

SGND. KEN HAMPTON

Ken Hampton Acting Director

Enclosure

KWH: jdj

cc: official file (2)
Author's copy (Brumm)

Director's copy

Coordinator's copy (Yancey)

MAY 14 1970

Mr. Zoltan Szigethv
Department of housing and
Urban Development
Model Cities Administration
225 Arcade Plaza Building
Second and Union Streets
Seattle, Washington 98101

Dear Zoltan:

Enclosed is a copy of project 3.43 Pre-School Expansion. This project was approved by the Citizens Planning Board April 21, 1970. It is basically the same project that was part of the First Action Year Plan.

Due to lack of categorical funds, the budget has been changed. The budget is now \$109,781 of which \$74,333 are supplementalal funds were allocated to this project. The Citizens Planning Board approved a reallocation of \$25,907 from project 3.44 to this project, despite the changes in budget. We do not feel a substantial change has occurred. The objective of the project is still that of expanding opportunities for pre-school children in the model neighborhood.

Sincerely yours,

SGND. KEN HAMPTON

Ken Hampton Acting Director

Enclosure

TB: jdj/

cc: Official file (2)
Author's copy
Director's copy
Coordinator's copy

PORTLAND PUBLIC SCHOOLS CAREER OPPORTUNITIES PROGRAM 220 N. E. Beech Street Portland, Oregon 97212

September 20, 1971

10.	Cuartes Jordan	
FROM:	Bobbie Nunn, Coordinator Career Opportunities Pro	
11	will attend	be unable to attend the
Career	Opportunities Workshop,	October 8 - October 9, 9:00-3:30 p. m.,
at the	Thunderbird Motel, 1225	N. Thunderbird Way.
	5	
		Name
		Name
8. 8		
		Organization

Return to:

Bobbie Nunn, Coordinator Career Opportunities Program 220 N. E. Beech Street Portland, Oregon 97212

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CITY DEMONSTRATION AGENCY 5329 N.E. UNION AVENUE PORTLAND, OREGON 97211 288-8261

December 16, 1971

Mr. Galen P. Anderson Accounting Supervisor Portland Public Schools 631 N. E. Clackamas Street Portland, Oregon

Dear Mr. Anderson:

Your October and November requests for reimbursement for Pre-School Expansion has been forwarded to City Hall for payment. You should receive a warrant for \$11,180.81 in a few days.

Your request indicates that you have not received September's reimbursement as of yet. The City informs me that this warrant in the amount of \$5,980.91 has been held because of an error in cumulative figures. I have corrected this report for you so that all payments may be processed.

I have also noticed an area that should be of concern to us all. The budget for "space" is \$1,188. The November report shows that \$950 has been spent on this item. It would appear that this will be over-bdget during December. This could cause a hold-up in payment of the December expenses.

Please take any necessary action to prevent this situation from developing.

Very truly yours,

W. J. Oberhue

Financial Specialist

WJO:cfc

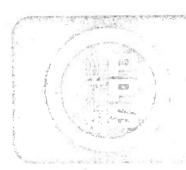
cc: C. Jordan/Director

A. Raubeson/Deputy Director

E. Roberts/Admn. Management Coord.

E. Warmoth/M. C. Coordinator

B. Jones/City Auditor's Office M. Henninger/Evaluation Official Files



220 Northeast Beech Street / Portland, Oregon 97212

INTER AREA PROGRAMS

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,

Director

RCH:mm Enc.

> KLCLIVED SEP 3 0 1971 MODEL CITIES



220 Northeast Beech Street / Portland, Oregon 97212

EARLY CHILDHOOD EDUCATION

Lee DeLance
Education Director
Martha Jordan
Social Services Director

November 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.

The increase in rental funds is to provide adequate classroom space at Augustana Lutheran Church.

Sincerely,

Lee DeLance, Supervisor

LD:cc

NOV 1 9 1971



220 Northeast Beech Street / Portland, Oregon 97212

INTER AREA PROGRAMS

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.

SEP 3 0 1971
MODEL CITIES

portland model cities

CITY DEMONSTRATION AGENCY 5329 N.E. UNION AVENUE PORTLAND, OREGON 97211 288-8261

August 17, 1971

Miss Lee Delance Mrs. Martha Jordan Child Service Center 220 N. E. Beech Portland, Oregon 97212

Dear Miss Delance and Mrs. Jordan: .

Enclosed is a copy of the Second Action Year budget for the Preschool Expansion.

If there are any corrections, please contact me.

Sincerely.

Pat Ollison

Social Planning Assistant

PO:tam

Cc: Official files (2)

Director/Jordan

Soc. Coord/Yancey

Author/Ollison

8-17-71

tam



220 Northeast Beech Street / Portland, Oregon 97212

INTER AREA PROGRAMS

June 15, 1971



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

Dear Mr. Yancey:

I have reviewed and revised the second action year budget for the preschool expansion project and forwarded the revised copies to Mrs. Faye Lyday at the Model Cities office.

One additional adjustment seems necessary at this writing. \$2,375 should be deleted from (2) Consultants and Contract Services in the following manner: Lunches - \$4,590 reduced to \$3,590; Health and Dental Services reduced from \$4,950 to \$3,950; Snacks reduced from \$2,295 to \$1,920. This would make the total amount for Consultant and Contract Services \$10,460.00. Then, \$2,375 should be added to (4) Space. The corrected entry here should read: 3 rooms Augustana Lutheran Church @ \$125.00 month each. This total should now read \$3,563.00.

Thank you for your continued and sincere interest in the preschool expansion project. If you have any questions concerning this project, please feel free to call at your convenience.

Sincerely yours,

Lee DeLance, Director
Early Childhood Education

LD:cc

VED*

JUN 1 6 1971

MODEL CITIES

EARLY CHILDHOOD EDUCATION PORTLAND PUBLIC SCHOOLS

November 29, 1971

TO: Members, Policy Council

FRCM: Mrs. Dedra Preston, Chairman

SUBJECT: Policy Council Meeting

The next meeting of the E.C.E. Policy Council will be held on Monday, December 13, 1971, at Center 3, 2710 N. E. 14th (Augustana Luthernn Church) 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 abtend.

AUESTA

- I. Discussion on Headsbart. (Each parent to evaluate what they think about Headsbart)
- II. Report on the Fred Mayer luncheon.
- III. Evaluation of the parents' classes.
- IV. Explanation of TRADD by Mr. Dick Wheavley. (A federally funded program)
- V. Parent education class in child development by Mrs. Aphra Katzev, teacher at Portland Community College.

NOV 3 0 1971 MODEL CITIES