

MEMORANDUM FOR RECORD

SUBJECT: Parent Advisory Board Meeting Minutes, 13 September 2023

1. Attendance

Melody Irwin, Child & Youth Services Coordinator
Jacqueline Schultz, School Liaison Officer/Outreach Services Director/Parent (MST)
Michelle S. Garrick, McConnell Youth Center Facility Director
Jessica Reynolds-Lowe, CYSC Administrative Assistant
Kristin Bottini, Administrative Assistant for CYS for CYS Coordinator
Dr. Stefanie Shook, School Liaison Officer
Alex Romanias, Moore Child Development Center Parent (Pre-Toddlers)

2. Approval of Parent Advisory Board Meeting Minutes for 12 July 2023. Motion to Approve, 1st-Michelle Garrick; 2nd-Dr. Stefanie Shook.

3. New Business

a. Current Happenings & Updates: Moore Child Development Center

- i. We want to congratulate Ms. Carolyn Kurzinger as she was promoted to the position of Assistant Director. Ms. Kurzinger has been the Infant Toddler Lead at Moore CDC for several years and she is eager to fulfill her new role with CYS.
- ii. Please help us in welcoming our new Administrative Assistant, Mr. Salvador Remigio. Mr. Remigio typically works the morning shift, and you can expect to see him when we open in the morning. If you haven't had a chance yet, please stop in and introduce yourself to Mr. Remigio.
- iii. As CYS participates in the USDA Food Program, all children who are enrolled at Moore CDC are enrolled in the USDA Food Program at registration. During the month of September, USDA Enrollment and Income Eligibility Forms will be updated for all currently enrolled children. Forms are at the front desk. Thank you for your assistance with completing and signing the forms. If your household has not updated these forms yet, please take a few moments during drop-off or pick-up to complete.
- iv. Moore CDC children, parents and staff participated in our 3rd Annual Remembrance Walk on Monday, September 11, 2023. On the walk, children delivered homemade cards and healthy treats to our community helpers at the Carlise Barracks Fire Station and Police Station. Thank you to everyone who participated. We would also like to give a special thank you to Ms. Sam Reyes, Toddler Lead, who was the main coordinator for this event.
- v. Picture Day will be Thursday, October 5, 2023. Lifetouch will be taking pictures of children and staff. Pictures will start at 0730 in the Gross Motor Room. Parents who would like their child's picture to be taken are

MEMORANDUM FOR RECORD

SUBJECT: Parent Advisory Board Meeting Minutes, 13 September 2023

to turn the completed Picture Day Form into the Administrative Staff at the Front Desk. A completed form must be turned in for your child's picture to be taken. Parents are encouraged to dress their child in their preferred picture outfit; an additional outfit may be sent in for your child to change into after their picture has been taken. Our staff will do their best to help keep your child picture ready until their picture has been taken. Parents may allow extra time at drop off – (after 7:30am) if they would like to stay with their child while their picture is being taken. Otherwise, CDC staff will be present with children when it is time for their picture to be taken.

- vi. Our annual Halloween Parade will be Monday, 30 October 2023, at 0930. Parents are invited to join their child's classroom as the children trick-or-treat around Carlisle Barracks. All ages/classrooms participate in this parade, and it is such a fun, family friendly event. Children may wear a costume for the parade. We ask that no masks be worn as part of costumes, no weapons as props/accessories, and a reminder that closed toe and closed heel shoes are to be worn. Please send in a bag or bucket for your child to use when trick-or-treating.
- vii. Moore CDC will be closed on Monday, 9 October for Columbus Day.

b. Current Happenings & Updates: McConnell Youth Center

- i. School Age Care Updates
 - We currently have 12 youth registered for our Before School program, and 24 youth registered for our After School programs.
 - SAC Before School Care is M-F from 0630-0830, and SAC After School Care is from 1500-1730.
 - Space is still available in our SAC program. If you would like to enroll in these programs, please visit www.militarychildcare.com to request care.
 - Money Matters activity is being scheduled for 29 September 2023. Time TBD.
 - 4-H and BGCA programming will be scheduled during school out days this year.
- ii. Middle School & Teen (MST) News
 - Outdoor Play: We have our side patio open, so the teens can join us and play pool at our outdoor pool table or join us for some competition and play our new corn hole game. Mr. Case, is still having cookouts on the side patio with burgers on

MEMORANDUM FOR RECORD

SUBJECT: Parent Advisory Board Meeting Minutes, 13 September 2023

Fridays, so please plan on meeting him for a fun snack!

- Musician's Corner: Mr. Case has the music corner set up, so the teens can come try out the following instruments: Electric guitars, acoustic guitars, a Bass guitar, and a Yamaha keyboard!
- Military Youth of the Year
 - Ages 14-18 years of age.
 - By 1 October 2023
 - Please see Ms. Michelle Garrick, McConnell Youth Center Director.
- School Hours: The MST program is open from 1500-1730 M-F, and we are offering specific activities for the teens on the following Fridays and will be open till 1900:
 - 15 Sept-Gladiator Pit
 - 22 Sept-Open Music learn and explore and Karaoke.
 - 29 Sept- Money Matters activity is being scheduled-time TBD.
 - 29 September Figure drawing with Mr. Case-time TBD.
- MST Snacks are on a rotating schedule: (1600-1630)
 - Mondays: Chicken Tenders
 - Tuesdays: Pizza
 - Wednesdays: Macaroni and Cheese
 - Thursdays: Tater Tots
 - Fridays: Burgers (Mr. Case is still having cookouts on the side patio with burgers from 1600-1630, so please plan on joining him for a fun snack!

c. Current Happenings & Updates: Outreach Service/School Support Services/
Parent Central Services

i. Parent Central Services

- Spaces available in SAC Before and After School Care. Please visit www.militarychildcare.com to enroll.
- We continue to place children at the Tieman CDC and Moore CDC as space becomes available.
- Any questions, please contact Ms. Marinol Igarta, 717-245-3801.

ii. Outreach Services

- Two babysitter classes completed in August 2023. Both were well attended by teens.

MEMORANDUM FOR RECORD

SUBJECT: Parent Advisory Board Meeting Minutes, 13 September 2023

- Have 22 babysitters on the CYS Certified Babysitter List.
 - List can be obtained at the Moore CDC, 455 Fletcher Road, M-F, 0630-1730, or the McConnell Youth Center, 459 Bouquet Road, M-F, 0630-1730.
 - All CYS facilities are closed on 9 October 2023 in observance of Columbus Day.
- iii. School Liaison Services
- Met with various school to discuss military-connected student support, Purple Star Award (new designation for schools to show they are military friendly by implementing practices and have resources that support military children).
 - Mr. Case at the McConnell Youth Center is a Youth Sponsorship Advisor. We are currently collecting items for welcome bags.
 - Revamped School Support Services website. Youth Sponsorship program link and email is available now. If any teen is interested in being a youth sponsor, please send an email through that link on the website.
 - MIC-3 virtual training information has been sent out to surrounding public schools. If any parent is interested in attending the free virtual training, go to www.mic3.net to sign up. It is a one-hour long training session with a certificate at the completion of the session.
 - Met with the International Fellows office to discuss collaboration and support of IF families and their children in local schools.
 - CYS parent letter contains academic resources for students that are free. Tutor.com/military and <https://www.march2success.com/>
 - 29 September 2023: No school for CASD students.
- d. Youth Sports & Fitness Program
- i. Current Programs
- Fall Soccer League
 - 5 September 2023-26 October 2023
 - U6, U8, U11
 - 60 children enrolled
 - Fall Golf Lessons
 - 9 September 2023-7 October 2023
 - 2 beginner classes & 1 advanced class

MEMORANDUM FOR RECORD

SUBJECT: Parent Advisory Board Meeting Minutes, 13 September 2023

- 24 children enrolled
 - Fall NFL Flag Football Friday Nights
 - 9 September 2023-14 October 2023
 - U8, U14
 - 16 children enrolled
 - Judo (Wednesdays)
 - 6 September 2023
 - 19 children enrolled, ages 7 to 14 years of age
- ii. Upcoming Programs
- T-Ball and Baseball, 2 November 2023
 - Unleashed Basketball Camp, 4 November 2023
- iii. Registration currently open via WebTrac or in-person at the McConnell Youth Center.
- iv. Volunteer Coaches needed for all age divisions. Great opportunity to get involved with the Carlisle Community. Coaches' discount applied to any youth in the program.
4. Round the Room
- a. Parents & Guests: Any questions for representatives?
- i. Ms. Melody Irwin, CYS Coordinator:
- Please congratulate Ms. Emily Thrush. She has been appointed the new Assistant Director of the Youth Sports & Fitness Program for CYS.
 - CYS has been granted a 3rd training day to be included in our yearly training schedule.
 - FMWR has partnered with Carlisle RC Theaters to market the hiring of staff for our programs. Beginning 1 October 2023 and for 13 weeks, the ads prior to the movies will include FMWR seeking CYS and MWR staff, www.usajobs.gov.
- b. CDC: Any questions from program representatives?
- i. No comments.
- c. MYC: Any questions from program representatives?
- i. No comments.
- d. Outreach/SLO/PCS: Any questions from program representatives?
- i. No comments.
- e. YS&F: Any questions from program representatives?
- i. No comments.
5. Meet was adjourned at 1257. Motion to adjourn, 1st-Melody Irwin; 2nd-Michelle S. Garrick.
6. The next Parent Advisory Board (PAB) Meeting will be held on 11 October 2023 at 1230 via Teams. The call-in information for the October 2023 meeting will be forthcoming via a CYMS

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13 September 2023

MEMORANDUM FOR RECORD

SUBJECT: Parent Advisory Board Meeting Minutes, 13 September 2023

email to all CYS members closer to the date of the meeting.

7. POC for the undersigned is 717-245-4638 or jacqueline.j.schultz.naf@army.mil

Jacqueline Schultz
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Acting Chairperson
Parent Advisory Board (PAB)