



Community IN ACTION

Newsletter January 23, 2006

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 – Nancy Peters. Editor: Winnie Althizer.

DIRECTOR'S CORNER



Jerralynn Ness
Executive Director

As our thoughts turn to the legacy of Dr. Martin Luther King Jr. this month, I devote my column to his own words:

“Non-violence means avoiding not only external physical violence but also internal violence of spirit. You not only refuse to shoot a man, but you refuse to hate him.”

“I said to my children, "I'm going to work and do everything that I can do to see that you get a good education. I don't ever want you to forget that there are millions of God's children who will not and cannot get a good education, and I don't want you feeling that you are better than they are. For you will never be what you ought to be until they are what they ought to be.”

“We must learn to live together as brothers or perish together as fools.”

(“Remaining Awake Through A Great Revolution " 1968)

“I refuse to accept the view that mankind is so tragically bound to the starless midnight of racism and war that the bright daybreak of peace and brotherhood can never become a reality... I believe that

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unarmed truth and unconditional love will have the final word.” (Nobel Prize Acceptance Speech, 1964)

“Whatever career you may choose for yourself -- doctor, lawyer, teacher --let me propose an avocation to be pursued along with it. Become a dedicated fighter for civil rights. Make it a central part of your life. It will make you a better doctor, a better lawyer, a better teacher. It will enrich your spirit as nothing else possibly can. It will give you that rare sense of nobility that can only spring from love and selflessly helping your fellow man. Make a career of humanity. Commit yourself to the noble struggle for human rights. You will make a greater person of yourself, a greater nation of your country, and a finer world to live in.” (1959)

NEWS OF NOTE



We conduct Agency New Hire Orientations on alternate Fridays 8:30 am to 12:30 pm. The schedule can be located on the conference room calendar. This is an event for newly hired staff. Supervisor should schedule new staff to attend and notify Winnie by noon on the Wednesday before. This way if no one is scheduled we can release the room for someone else to use.



UPCOMING 2006 EVENTS!

Safety Meeting	2-06
Board Meeting	2-16
Presidents Day	2-20
Building Meeting	2-21
Head Start	
Policy Council	2-21
Agency New Hire Orientations	2-10 & 2-24

COMINGS & GOINGS

Weclome Back!! Christina Sweany a returning Teacher III Substitute

Goodbye to the following: Ana Estes, Gordon, Jones, Marci Gurrola, Georgina Pereyra & Lynne Thompson

February 2006

BIRTHDAYS



Marielena Banek	
Ruth Iliiaifar	
Linda Blackwood	
Olga Hopkins	7
Nancy Peters	8
Trisha Thomsen	8
Shari Woolen	8
Janie Alonzo-Hernandez	9
Patricia Gallardo	9
Alicia Orozco	9
Bobbie Ludwick	11
Nick Nissen	11
Ariana Chandler	13
Brenda Larson	13
Mary Joe Martin	15
Esther Reyes	15
Augusta Lang	17
Debbie Burrows	20
Todd Bentley	24
Sunni Brasseur	26
Wendly Crislip	26

February 2006



ANNIVERSARIES

Judy Schilling	32 years
Carolyn Westlake	21 years
John Russell	8 years
Jennifer Choban	7 years
Alejandra Lopez	7 years
Cathy Meyer	7 years
Patricia Tellez	6 years
Juana Meraz	5 years
Robyn Gonzales	4 years
Phyllis Johnpoll	3 years
Linda Bourdeau	2 years
Martha Guel de Luna	2 years
Francis Nichols	2 years
Blanca Blanco	1 year
Ana Diaz	1 year
Keith Hunt	1 year
Ileana Lopez-Gonzalez	1 year
Adriana Perez-Hernandez	1 year

Tips - Good Advice for the new year

2005 has sped by and, now, we need to face 2006. There may be risks involved; we may need to face roadblocks, so...

- o stay alert
- o share time with friends
- o jump over obstacles - with care and caution
- o face challenges
- o remember to laugh, cooperate, discover
- o make new friends
- o above all...be ready for adventure
- o stick together
- o always take time to smell the flowers.
- o Don't forget to relax and enjoy
- o And never forget to love those dearest to you

Topics -- Hazard to Your Heart

If you're dieting your way to a slimmer waist, make sure it's not at the expense of your heart.

Studies show that even if you are losing weight on a diet plan, you could be hurting your heart if your diet plan includes high amounts of fat. In one study, people who ate a restricted calorie diet that was high in fat experienced an increase in several heart disease risk factors, despite the fact that they lost weight on the plan.

* The most destructive habit... worry.

Recipes - Bran Muffins

Combine 1-1/2 cup milk & 1/2 cup molasses. Pour over 2 cups Fiber One cereal in large bowl; Stir, then let sit at least 20 minutes. Add 1 beaten egg.

Sift together: 1 cup flour, 1 teaspoon baking soda. Add dry ingredients to cereal mix. Stir to mix well. Add raisins if desired. Pour into greased muffin tins. Bake at 350 for 20 minutes. Makes 1 dozen.

Calories - 100, Fat - less than 1 gram, Fiber - 4 grams

WHAT'S DEVELOPING?

essert Noir Café & Bar at Cedar Hills Crossing mall is sponsoring Stand Up for Community Action, a benefit dinner and performance featuring comedian and actor Sinbad (check out the Evite, linked on our home page: www.communition4u.org). Tickets are \$400/couple. For reservations contact Jeri at x255. Sinbad will also perform in a free public after-school show at 3 p.m., February 16th, in the C.H.C. mall near the food court.

The Community Action holiday appeal has brought nearly \$19,000 in charitable gifts, which is well beyond our goal and places us ahead of schedule for fundraising in this fiscal year. We can all be proud of how these gifts show that our community support is growing during a time of unprecedented need at home and abroad.



CHILD DEVELOPMENT

It is Self-Assessment time: Head Start annual self-assessment process will begin on January 17th and continue until March 3rd. This is an opportunity for us to assess our success in meeting Head Start standards and our program's goals. This will be an opportunity for Policy Council members, Board members, Community Action staff, and other volunteers to visit classrooms and complete the observation forms. It is also a lot of fun to be in the classrooms and interview children. The results will be shared with policy council members on March 21st meeting.

CACAFP Review: Child and Adult Care Feeding program will conduct an audit of our feeding program from February 1-7. This will include review of our records, attendance, meal counts, vendor receipts, menus, and much more! Please welcome the review team members if you see them working in the conference rooms.

CHECKS & BALANCES

Fiscal – FYI Just wanted to let you all know that 1099 Misc Forms and your W2's will be going out on Jan 31, 2006.

Thank you to all employees who got their timesheets in early, so that payroll could process and get everything done in a timely manner.

COFFEE FOR MAIN OFFICE



The coffee pots are all identified as i.e. Upstairs-Reg., Upstairs-Decaf. Downstairs-Reg. & Downstairs-Decaf. **DO NOT REMOVE** This means do not remove them from that station. If you need coffee pots for a meeting, they need to be picked up in the café before your function. All pots will be clean when they are picked up and **they must be clean when returned.**

If you need coffee, cream, sugar or stirrers, please do the following: call Nancy x 202 the day before your function.

Thank you for your cooperation.

FAMILY & COMMUNITY RESOURCES

Ready to Rent Housing Readiness Training

At PCC - Capital Career Center
18624 NW Walker Rd (& 185th)
Entrance B or D, Room #1520



TWO FREE SESSIONS:

#1: Beginning Wednesday, Jan. 25th, 2006
Evenings: 6:00 – 8:00 PM every week for 6 weeks
Graduation March 1st, 2006.

HR - Ask Winnie Benefits, Diversity...



Happy New Year - 2006!
W2's – remember these are mailed Out of the office on the last day in January. If you do not receive yours within the 1st or 2nd week of February you will want to contact Val Laws in payroll.

Request for Time Off form: There is some confusion about the terminology used on this form. The form has check boxes for TYPES of leaves (such as vacation) and one “type” is Personal Leave. It’s important to note that the conditions for a Personal leave impact your benefits, your ability to return to the same job, and is granted for an extended period of time (not a single day).

If you are asking to take a day off and your REASON is “personal” you should be checking one of the other boxes and on the “Comment” line, note it is for “personal” reasons. You should mark the “Personal” check box **only** if you are **requesting that type of leave**.

If requesting an FMLA or OFLA leave of absence, we must first determine if you have worked enough hours to be eligible for the leave. In cases where an employee is not eligible for FMLA or OFLA, and when the reason is due to an illness of the employee, we will determine if you are eligible for a General Medical Leave. This kind of leave does not have the same conditions attached to it that an FMLA or OFLA leave has, so it is important that you discuss this with your supervisor and Human Resources. We want you to understand the differences in your benefits, duration of leave, conditions of reemployment, etc. When this kind of leave is granted the employee should expect to receive a memo which grants the leave and includes the necessary information before you start the leave.

Some of you may have heard about a congressional proposal to eliminate the tax benefit for insurance premiums paid by the employer. This means that amount would be counted as salary and be subject to income taxes. However, because next year is an election year, we doubt that anything will move forward on this item in the immediate future. Just stay tuned.

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Family & Community Resources

#2: Beginning Tuesday Feb. 7th, 2006
9:00 AM – 11:00 AM every week for 6 weeks
Graduation March 8th, 2006.
Call: 503-640-3263 to add your name to the list.

Sorry, Childcare is not available.

I&R 2006 Information Directories Available!

The 2006 Directories are in print and available to order. If you are interested, contact Barbara Dame at 503-693-3238, or go to our website (http://www.communityaction4u.org/find_docs/directories2006.pdf), for more information.

SAFETY

What to do if there is grease fire in your kitchen:

1. Place a lid on the pan and the fire should suffocate.
2. A large amount of baking soda can be used to extinguish a grease fire.
3. If the fire is small you can use a fire extinguisher to and put it out.
4. Never put water on a grease fire!!! Water will splatter and increase the size of the fire.
5. Once you have the fire extinguished don't forget to turn off the burner.

The most likely natural disaster in to require immediate action in Washington County is an earthquake. In the event of an earthquake:

1. Remain Calm
2. If you are indoors, remain there
3. Take shelter under a desk or table
4. Stay away from windows, doorways, and bookshelves, etc.
5. After shaking stops examine your area to determine if it is safe to stay.
6. Evacuate only if you smell gas or smoke, otherwise, do not evacuate unless directed to do so.
7. **DO NOT USE ELEVATORS. USE STAIRWAYS.**

Hazards Reported:

1. The mats that are keeping us from slipping at our entrance doors are bunching up and causing people to trip and fall. If you see these mats bunched up please help keep others safe by smoothing them out.