



# THE WEEKLY MEMO

2018-2019, Issue #33 - June 2, 2019- Editors: Ashley Clayton, Nancy Helms

## Mission Statement

Southern Oregon Head Start prepares all children and their families for success in school and throughout life.

As our Head Start Part Day Program comes to a close I want to thank you for the services each of you has provided to ensure that children and their families are prepared for success in school and throughout life.

I look forward to seeing the child growth data and sharing it with you when we see each other at Pre-Service for 2019-2020 on August 21, 2019.

As you move into your summer season please make sure you read the Weekly Memos and other emails that will keep you informed.

We have been finalizing the Preferences for Annual Assignments procedure for Center-based bargaining unit staff and that will come out today. This will be for both Head Start and Early Head Start and will come directly from Heather in HR.

Many thanks,

*Michelle*

Michelle Homer-Anderson  
Head Start Director

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- (7) Spa & Pool Safety
- (8) Food in the Classroom

## Meetings and Trainings

### June 3—Monday

- 9:00-9:30 Fiscal/OPS Meeting, Admin
- 9:30-10:00 Fiscal Team Mtg, Office
- 9:00—3:00 2019-20 Calendaring, Blue Conf Rm

### June 4—Tuesday

- 9:00-10:30 TLC Coaches Debrief, Blue Conf Rm
- 9:00-12:00 THEO Webinar, Admin
- 10:30-12:00 Health Dept Mtg, Blue Conf Rm

### June 5—Wednesday

- 9:30-10:30 Parent Trng Program, Library
- 11:30-3:30 ED Dept Mtg, Blue Conf Rm

### June 6—Thursday

- 9:00-12:00 PFCE Dept Mtg, PFCE Office
- 10:00-4:30 Directors Quarterly Mtg, Library

### June 7—Friday

- EHS No Services GPHS
- Last Day of Work ED Sups (non-Duration)
- 8:00-10:00 HS Ed Planning @ Cntrs
- 9:00-10:30 EHS Ctr Mtg @ Ctrs
- 9:30-11:00 MH Consult EHS GPHS
- 10:15-12:15 HS Ctr Mtg @ Ctrs
- 10:30-12:00 EHS Ed Plng @ Cntrs
- 12:30-3:30 ED Dept Mtg, Blue Conf Rm

### June 10—Monday

- EHS Play Group Session 5 Begins
- 8:00-8:30 OPS Meeting, Admin
- 9:00-11:00 Info Sys Comm, Blue Conf Rm
- 9:30-10:00 Fiscal Team Mtg, Office
- 10:30-11:30 Safety Comm Mtg, Blue Conf Rm
- 11:00-4:00 EHS Ctr Mgr Mtg, Admin

### June 11—Tuesday

- 8:00-5:00 NEO, Blue Conf Rm
- 1:00-3:00 Dept Mgrs Mtg, Blue Conf Rm

### June 12—Wednesday

- EHS 1/2 Day GPHS
- 8:00-5:00 NEO, Blue Conf Rm
- 8:30-10:00 Recruitment Comm, Admin
- 9:00-1:00 ED Dept Mtg, Library
- 1:00-2:30 Health Dept Mtg, Blue Conf Rm
- 1:00-3:30 Directors Mtg, Admin

### June 13—Thursday

- EHS No Services GPHS
- 8:00-5:00 NEO, Blue Conf Rm
- 8:00-5:00 NEO Teacher/Specialist, Library
- 9:00-12:00 PFCE Dept Mtg, PFCE Office

### June 14—Friday

- EHS Play Group Session 5 Ends
- EHS WM Duration Closure Day
- 8:00-5:00 NEO, Blue Conf Rm
- 8:00-10:00 HS Ed Planning @ Cntrs
- 9:00-10:30 EHS WM/GPHS Duration @ Cntrs
- 10:30-12:00 EHS Ed Plng @ Cntrs
- 10:30-12:00 EHS Assessmnt Mtg
- 1:00-2:30 EHS TLC Group, Admin
- 1:00-2:30 JOCO Safety Comm, PV Small



## Weekly Memo Submissions

Please send your PDFs, jpegs, and text to Nancy Helms or Ashley Clayton by Wednesdays @ 12 pm.

Sent by Janet Termain, FA-RVS



Megan Brazille, Teacher-RVS, got help from the kids for her upcoming wedding

## Spring Purchasing Cutoff Dates

### At Program Year End:

#### **OPK, EHS-OPK & Preschool Promise Grants Only**

**June 7<sup>th</sup>** – Last date to request a PO for any local purchase.

**June 14<sup>th</sup>** – Any outstanding OPK Backorders must be cancelled!

**June 30<sup>th</sup>** – State OPK, EHS-OPK and Preschool Promise Grants are now closed.

#### **Head Start and Early Head Start**

**PO requisitions and purchases continue uninterrupted.**



## Computer Safety with Jordan Roberts, IT Supervisor

Are you hurting yourself when you're sitting in front of your computer? It's not like you're lifting things or facing tripping hazards. But keep in mind a few things when you're sitting in front of a terminal that can sneak up on you.

The first is carpal tunnel. We've all heard of this - a painful affliction in the wrist that often strikes people who use computers extensively. Put a thumb on the inside of your wrist and wiggle your fingers - those are the tendons that make your entire hand work and you need them! I've heard horror stories about South Korean video gaming masters having to get carpal tendon surgery in their 20s because they wrecked their wrists so badly. Yikes! We don't need to be able to move nearly as fast on our keyboards as they do, but you should still have proper wrist support for both typing and mouse use to avoid tiring out your wrists. And if your wrists do feel sore, do not push them!

The second thing to consider has to do with your back. It's easy to slouch without realizing it when you're sitting in front of a computer, which can cause issues for your spine. The best way to combat this is with proper posture, and there's a little trick I've discovered. Is your eye level roughly even with the center of your monitor? If it's not, then you might be unconsciously slouching. Elevate your monitor so the middle of the screen is close to eye level with you. See how that makes your back feel at the end of the day.

If you wear glasses like I do, then you might also ask about an anti-reflective coating which reduces glare from computer monitors and other screens, ideal for someone like me who is often using them.

It's often been said that the biggest problem with computer work is the lack of physical activity. While that's correct, it doesn't mean you have to go jogging during your lunch break; simply getting up and moving about every so often, every hour or so, can prevent the problems with inactivity. Get up, stretch, get something to drink...just move a bit!

It's important to pay attention to your body while you're working at a computer. It's easy to get absorbed in what you're doing on screen, but don't forget to look up every now and then to take stock of yourself.

# LISTO Family Literacy Program

Listo Family Literacy program provides learning opportunities for infants, toddlers, preschoolers, and older children age 6-15 while their parents study ESL and basic adult education. Children are encouraged to preserve their culture, language and maintain their Latino heritage pride. Our philosophy is to support the entire family in reaching their academic goals in a safe learning environment.



**End-of-the-program-year celebration with Listo Families. We made a difference in the lives of 101 low-income Latino families in Jackson County. Together we rise. Have a safe summer!**

# A Hike to Remember

Oregon resident Crystal Hidde completes the solo journey of a lifetime: 430 miles along the Pacific Crest Trail.

by Britt Julious

Crystal Hidde, HS ED Manager



Crystal Hidde, *left*, founded Roots to Ridges, an organization that offers backpacking courses to women who want to learn wilderness survival skills.

**“IT’S IMPORTANT TO** me to share my story with other women,” says Crystal Hidde. “To let them see that ordinary women can accomplish their goals.”

In 2015, the Oregon native set out to conquer what would be a daunting goal for anyone: Hike 430 miles of the Pacific Crest Trail (PCT) – alone. Hidde, a teacher and mom who had picked up hiking as a healthy activity she could do during her off hours, had just two years of trail experience at the time. To her, hiking was the perfect challenge. “Being able to get out there and accomplish whatever trail it was you went out to do ... there’s a lot of satisfaction in that,” she says.

Traveling with a 40-pound pack, Hidde spent 30 days hiking the stretch of the PCT that runs through her home state. At the beginning, “I was really unsure of myself,” Hidde says. But the farther she went, the stronger she felt. Along the way, she met women – campers, day hikers and workers – who told her they admired her, but admitted they were wary of taking a solo adventure themselves.

This reaction inspired Hidde to write a book, *Oregon Uncaged: A Tale of Two-Sips on the Pacific Crest Trail*, and launch a nonprofit, Roots to Ridges: Women’s Wilderness Institute, aimed at bridging the confidence gap she sees between men and women. “Women and girls aren’t as encouraged to take appropriate risks and face their fears,” Hidde says. “I want to give girls and women a place to take greater risks and do things they’ve never done.”

Roots to Ridges offers multiday backpacking courses and single-session wilderness-skills classes. Meanwhile, Hidde hones her own wilderness skills with the help of her 2017 Outback, which takes her “to trails I wasn’t able to access before,” she says. Her next big goal? To expand Roots to Ridges programming into places such as alternative high schools, so she can empower even more women to get outside. ■



Learn more about Roots to Ridges  
at [rootstoridges.com](http://rootstoridges.com).

Story from Subaru’s *Drive* magazine, Spring/Summer 2019 issue

**Camping is  
S'more Fun  
with Friends!**

**This cute bulletin  
board was  
created by the  
Phoenix Duration  
class for the  
Weekly Memo!**



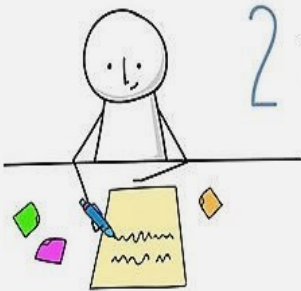
Submitted by Terra Ucar, FA—ASH & PXT

# SHAWN ACHOR'S 6 DAILY HAPPINESS EXERCISES



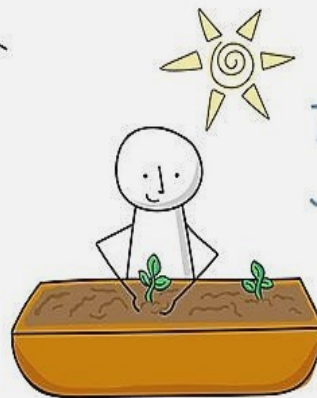
## 1 GRATITUDE EXERCISES.

Write down three things you're grateful for that occurred over the last 24 hours. They don't have to be profound. It could be a really good cup of coffee or the warmth of a sunny day.



## 2 THE DOUBLER.

Take one positive experience from the past 24 hours and spend two minutes writing down every detail about that experience. As you remember it, your brain labels it as meaningful and deepens the imprint.



## 3 THE FUN FIFTEEN.

Do 15 minutes of a fun cardio activity, like gardening or walking the dog, every day. The effects of daily cardio can be as effective as taking an antidepressant.

## 4 MEDITATION.

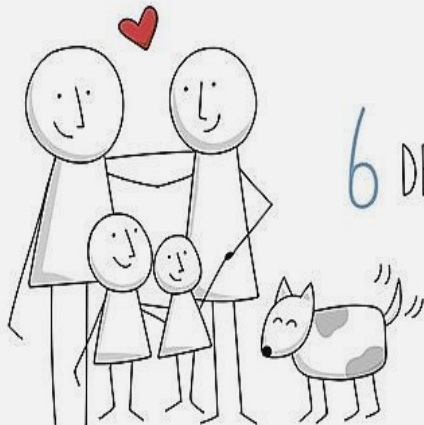
Every day take two minutes to stop whatever you're doing and concentrate on breathing. Even a short mindful break can result in a calmer, happier you.



## 5 CONSCIOUS ACT OF KINDNESS.



At the start of every day, send a short email or text praising someone you know. Our brains become addicted to feeling good by making others feel good.



## 6 DEEPEN SOCIAL CONNECTIONS.

Spend time with family and friends. Our social connections are one of the best predictors for success and health, and even life expectancy.



Submitted by Shandi Phelps, PFCE Supervisor

## Virginia Graeme Baker and the VGB Pool and Spa Safety Act of 2008

Virginia Graeme Baker was a seven-year-old girl who drowned when she was trapped underwater by the powerful suction of a hot tub drain. She was simply called "Graeme" and was the second youngest of five daughters including a twin. She was a proficient swimmer for her age and had been able to swim on her own since the age of three. Additionally, she was a member of her community swim and dive team.

In June 2002, Graeme was stuck to a hot tub drain by suction. Efforts by her mother to free her were unsuccessful and when two men eventually were able to free her, the drain broke from the force. Although Graeme drowned, her official cause of death was "suction entrapment due to a faulty drain cover."

Following Graeme's death in June 2002, her mother, Nancy Baker, began work to advocate pool and spa safety. She began lobbying Congress to pass legislation to require anti-entrapment drain covers as well as other pool and spa safety devices. The Virginia Graeme Baker Pool and Spa Safety Act was signed into law and became effective in December, 2008. The law pertains only to public pools and spas, but not residential pools and spas.

Non-compliant pool and spa drain covers can result in as much as 700 pounds of pressure holding an individual underwater unable to break free. The picture shown here is an example of how much pressure a drain can exert on a human body.

### ***What Can You do to Ensure Pool and Spa Drain Safety?***

**Ask the Aquatic facility manager:**

- 1. Are the swimming pool and spa drain covers VGB compliant?**
- 2. How often are the drain covers replaced?** (They must be replaced every 5-7 years)
- 3. How often are the drain covers inspected?** (A high quality facility will check them daily to ensure all screws are in place and none are cracked).
- 4. Ask your friend or family member with a backyard pool/spa the same questions above.**
- 5. Tell your children not to play near pool or spa drains.**

***Drains have suction powerful enough to leave marks...or end lives!***



**Submitted by Laurie Hester, Safety Compliance Manager**



Pests—mice and ants, for example—can easily access desk food and chew through bags or wrappers. Proper food storage in classrooms is critical for pest prevention.



Food-based arts and crafts projects also need to be stored in containers with secure lids.

**F**ood in the classroom... It can bring joy to children's faces, or elicit groans from teachers and custodians alike.

The United States is currently undergoing a food revolution in its schools. New federal laws seek to limit sugar, salt, and fat content in school meals and snacks, while increasing the amount of whole grains, vegetables, and fruits. Current and pending laws govern federally-funded breakfast, lunch, and snack programs, but do not apply to classroom treats brought in by students, parents, or teachers. As we all know, treats and snacks are common in many classrooms and are likely here to stay.

### CLASSROOM FOOD AND PESTS...

While regulations and concerns over childhood nutrition are an evolving topic, there is one aspect about classroom food that has not changed: If you provide it, the pests will come. Classrooms with microwaves and refrigerators are especially prone to food debris and pest occurrence. In addition to a food source, these appliances provide a heat source and shelter for pests.

Primary pests like ants, flies, cockroaches, and mice are not picky; they'll be drawn to half-chewed Halloween candy covered in dust, the long-forgotten crumbs under the microwave, a few bits of birthday cake ground into the rug, or juice residue left on desks and furniture by sticky-sweet faces and fingers. It takes very little food for pests to thrive and reproduce in the hidden spaces of a classroom. Some common pests, such as certain flies, can carry disease organisms and spread food-borne illnesses, including

### WHAT IS INTEGRATED PEST MANAGEMENT (IPM)?

*IPM is a form of pest management that focuses on prevention by reducing available food, water, and shelter that pests need. IPM involves good sanitation, exclusion, changes in human habits/cultural practices, and the judicious use of least-toxic chemical controls. Good IPM practices can result in long-term prevention of pests AND a reduction in pesticide use. IPM benefits human health, the environment, and non-target/beneficial organisms.*



## TIPS FOR MANAGING FOOD IN THE CLASSROOM

Careful food management in the classroom will help keep pest issues to a minimum.

### TEACHERS & STUDENTS

1. Manage free-range eating in the classroom by designating an easy-to-clean “snack area”. If the area is small, consider having students rotate play time and snack time. The more consolidated food crumbs and residues are, the more thoroughly custodial staff can clean on a tight schedule.
2. Encourage students to help clean up and tell you about spills immediately.
3. Avoid foods that are difficult to clean up after (treats with frosting, muffins, etc.). Request that parents bring in snacks like granola bars, carrot sticks, grapes, or individually-packaged treats that generate fewer crumbs. Send leftovers home with students.
4. Store your desk and cupboard foods in hard containers with snap-tight or screw-top lids. Boxes and plastic or foil bags are no barrier to a hungry mouse or insect.
5. Consider removing the refrigerator or microwave from your classroom. Annual energy savings will benefit your district, and you’ll be eliminating one more home to a pest.
6. Move stored materials off the floor (e.g., onto shelves, or tables along the wall, etc.). This opens up access to the wall base

(where food debris and pests accumulate) so that custodial staff can clean more thoroughly.

7. Clean up spills or notify custodians promptly. Make sure that any trash or recycling containing food debris is removed from the classroom every night.

### CUSTODIANS

1. Share this newsletter with teachers and administrators at your school. Remind staff that pests are after three things: food, water, shelter. Everyone has a role in managing these to prevent pests.
2. At least once per month, vacuum along the wall base and behind freestanding furniture. Most pests follow walls, and eat debris that accumulates there.
3. Empty classroom garbage as often as district policy allows. During the fall and winter holidays, this may require daily garbage service due to the surplus in classroom food.
4. For pest issues that cannot be immediately addressed with sanitation, report them to your district IPM Coordinator or pest manager.

salmonella<sup>1</sup>. Urine and dander from the common house mouse are known allergens and triggers of asthma<sup>2</sup>. Secondary pests—such as spiders, and other predatory or scavenging organisms—may also invade a classroom.

### UNWANTED HOLIDAY GUESTS...

In addition to regular classroom meals, snacks, and birthday parties, classroom food during the fall and winter holidays can pose challenges to pest prevention. From October through December, it can be especially difficult for teachers to limit food in the classroom, or for custodial staff to keep up with classroom sanitation needs resulting from increased food during this time. Integrated pest management requires that all staff have a role in pest prevention and work together to achieve results. When it comes to managing classroom food, teachers and students may play the most important role of all.

### FOR MORE INFORMATION

- <sup>1</sup>Graczyk, T. K., R. Knight, R. H. Gilman, M. R. Cranfield. 2001. *The role of non-biting flies in the epidemiology of human infectious diseases. Microbes and Infection* 3(3): 231-235.
- <sup>2</sup>Phipatanakul, W. 2002. *Rodent Allergens. Current Allergy and Asthma Reports* 2: 412-416.
- *The National Pesticide Information Center (NPIC) provides objective, science-based information about pesticides and related topics to enable people to make informed decisions. To contact NPIC, call 1-800-858-7378 or visit <http://npic.orst.edu>.*

Submitted by Laurie Hester, Safety Compliance Manager

Written by Jennifer Snyder (Oregon State University School IPM Program).

WASHINGTON STATE UNIVERSITY  
EXTENSION

### FOR MORE INFORMATION

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[www.ipmnet.org/Tim/IPM\\_in\\_Schools/  
IPM\\_in\\_Schools-Main\\_Page.html](http://www.ipmnet.org/Tim/IPM_in_Schools/IPM_in_Schools-Main_Page.html)

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