

# NAVY CYP

Child and Youth Programs

14 June 2019

## MEMORANDUM

From: Catherine Knapp, Installation Child and Youth Program Director  
To: Director, Fleet Readiness, U.S. Naval Station Rota, Spain *W-14 Jun 19*  
Via: Director, Morale, Welfare, and Recreation, U.S. Naval Station Rota, Spain

Subj: PARENT INVOLVEMENT BOARD MEETING MINUTES 4 JUNE 2019

1. Child and Youth Programs invited parents to attend a CYP Parent Involvement Board meeting from 1200 to 1300 at building 41, the School Age Care Program (SAC).

2. In attendance:

NAME, TITLE

- a. Catherine Knapp, Installation Child and Youth Program Director
- b. Signe Costales, SAC Director
- c. Randy Lambert, School Liaison Officer
- d. Kristi Reich, CDC Parent
- e. Millisa Troutman, CYP Parent
- f. Anna Ondik, CYP Parent

3. Old Business:

- a. No old business.

4. New Business:

- a. A brief presentation was provided by Cathy Knapp on the focus of the Parent Involvement Board and how their participation can benefit their child.
- b. Signe Costales then briefed the parents on the summer programming that is available for youth ages 5 to 18 years. The parents then had an opportunity to ask questions about the programs and trips being offered to gain greater clarity on what they entail.
- c. Randy Lambert gave a brief on how he supports the community and the ways that he can specifically assist the parents in the room when they get ready to move to a new location, register here for the next school year or how to participate in the Free and Reduced Meal Program.

- d. Mrs. Reich brought up the suggestion that we should provide parents with alternatives to MWR classes that are out in town. She stated that many programs are offered at a cheaper rate off base and with a little assistance by us, we could redirect them to the options available out in town. We explained to her that not all programs and classes off base are at an equivalent level of quality to MWR programs. Moreover, if she wanted to provide guidance to people on how to find programs off base, perhaps just referring them to the Rota Welcome Center would make the most sense.
5. The meeting was adjourned at 1300 with the next meeting scheduled for 10 September 2019 at 1200 at School Age Care, building 41 with the new Commanding Officer, CAPT Baird.



Cathy Knapp