

22 Mar 20

MEMORANDUM

From: Youth Director with Installation Oversight

To: Director, Fleet Readiness, U.S. Naval Station Rota, Spain *YH 24 March 2020*

Via: Director, Morale, Welfare, and Recreation, U.S. Naval Station Rota, Spain

Subj: PARENT INVOLVEMENT BOARD MEETING MINUTES 12 MARCH 2020

1. Child and Youth Programs invited parents to attend a CYP Parent Involvement Board (PIB) meeting from 1200-1300 at building 1963, Child Development Center. The focus of the meeting was Month of the Military Child programming.
2. In attendance:  
  
NAME, TITLE
  - a. Catherine Knapp, Youth Director with Installation Oversight
  - b. Christina Saunders, Child Development Center Director
  - c. Angela Hamill, Training and Curriculum Specialist
  - d. Melissa Anderson, Teen Coordinator
  - e. Jeffrey Shelton, Youth Sports Coordinator
  - f. Signe Costales, Assistant Youth Director
  - g. Amber Rolfson, Assistant Child Development Center Director
3. No parents attended the PIB and the meeting was concluded at 1215 with no discussion topics.
4. The next scheduled meeting is tentatively scheduled for 1200 on 2 June 2020 at School Age Care, Bldg. 41.



Cathy Knapp