

Monthly Report
Umatilla-Morrow County Head Start, Inc.
Operations Director/West

Content Area Report

Name: _____

Month: _____

Content Area: _____

Meetings Attended (Including Community Involvement):

Date	Meeting	Purpose

Community Agency Contacts:

Agency	Reason for Contact

Training/Workshops Attended:

Date	Training/Workshop

Training/Workshops/Presentations Made:

Date	Audience	Training/Workshop

Centers Visited:

Center	Date	Purpose

Program Planning and Monitoring (Successes & Issues):

Goals for Next Month:

Team Meeting

Agenda & Other Information

West Park Team Mtg Date: Minutes: Y___ N___	
Hermiston CDC Team Mtg Date: Minutes: Y___ N___	
Umatilla Team Mtg Date: Minutes: Y___ N___	
Highland Team Mtg Date: Minutes: Y___ N___	

Team Leader Meetings:

Date: _____ Time: _____ Topics: _____

Issues

Centers	Maintenance/Transportation/Center Site/Miscellaneous Issues
West Park	
Hermiston CDC	
Umatilla	
Highland	

In-Kind Totals:

Month/Year: _____

Date: _____

	West Park	Hermiston CDC HS	Hermiston CDC EHS	Umatilla	Highland
Class #1					
Class #2					
TOTALS					