



## CYS Services Parent Participation Program Opportunities



U.S. Army Child, Youth  
& School Services

Category and CYMS Code	Activity Examples	Point Values
<b>Program Evaluation (PE)</b>	ICYSE, Accreditation, or MAC Plan team assistance, completion of selected surveys such as COA, NAFCC, or NAEYC Accreditation.  <i>Other local opportunities may also apply.</i>	1 pt per hour spent or 1 pt per completed survey
<b>Parent Education (ED)</b>	Attend parent education session or PAC meeting.  <i>Other local opportunities may also apply.</i>	2 pts per parent education session or PAC meeting. ***For Officers: additional point per hour spent in preparation of the agenda as well as meeting attendance
<b>Community or Special Events (EV)</b>	MOMC programs, Seasonal Parties - assisting in some way. (does not include points for attendance alone) May coordinate a volunteer effort or work a shift at a community event, function or production.  <i>Other local opportunities may also apply.</i>	1 pt per hour of time spent
<b>Classroom Activities (CA)</b>	Participation in program activities – i.e. FCC Home, CDC, SAC, or MST facilities, Participate on field trips, assist with lunchtime, Share talent or assist with homework.  <i>Other local opportunities may also apply.</i>	1 pt per hour of time spent
<b>Program Wide Projects (PWP)</b>	Repair toys and equipment, prepare newsletter, Laminate classroom or program materials, Assist in parent resource area, Assist in maintaining staff or parent libraries, assist with curriculum or 4-H, create bulletin boards.  <i>Other local opportunities may also apply.</i>	1 pt per hour of time spent
<b>Individual Projects (IP)</b>	Make games, record books on CD, create prop boxes, sew or make classroom materials.  <i>Other local opportunities may also apply.</i>	TBD in advance. Range is 1 – 3 points per project. Consideration given to time spent.
<b>Other (O)</b>	Garrison will request G-9 approval prior to scheduled event.	TBD



### CYS Services Parent Participation Program Information

The Army Child & Youth Fee Policy required that IMCOM develop Army-wide Parent Participation Program Standing Operating Procedures to ensure consistent implementation and predictability for Army Families.

*The following Parent Participation Program Operational Guidance from IMCOM, dated 23 August 2011, applies to child care programs for children 4 weeks – 12 years of age at all Army installations:*

#### **Earning Parent Participation Points:**

- Participation Points may be accumulated from month to month until the parent earns 10 points to receive a 10% reduction on one month's fee for one child. If a parent has earned 20 points, then the 10% fee reduction may be applied for one child over a 2 month period or used for two separate children during the same month.
- When parents are interested in providing one of the parent participation options, they will be required to contact the POC at each CYSS center to begin the participation process.
- Parents will sign in and out on the Parent Participation Sign in Sheet in order to receive credit.
- Volunteer hours may be accrued in ½ hour increments but will be recorded by the hour.
- Parents may not share their Parent Participation points with other Families.
- See the chart on the reverse of this page for ways to earn Participation Points.

#### **Redeeming Parent Participation Points:**

- Parents must sign the Parent Participation Redemption Sheet in order to redeem points.
- The 10% Parent Participation reduction will be calculated on the activity balance (on one month's fee for one child) remaining after all other discounts have been applied (i.e., the monthly fee is \$200; the parent receives a 20% Army Family Covenant (AFC) fee reduction for \$40 leaving a remaining balance of \$160; the Parent Participation reduction will be 10% of \$160 or \$16).
- Parents utilizing summer camp may use their points for a 10% fee reduction. 10 points redeemed = 10% discount on up to 4 weeks of summer camp.
- Parents must earn credits by the last day of the month preceding the month in which they will be used (i.e., points earned in July cannot be applied to the July bill – they can first be redeemed against the 1 August bill).
- The full credit for the month should always be applied to the first of the month payment. Participation Points should not be applied to the mid-month (15th) payment.
- Parents may not redeem Parent Participation points when making online payments. Participation points must be redeemed at the point of service.
- Points do not expire as long as the Family holds a valid CYSS registration at the issuing garrison. Unused points can be carried forward from year to year at the issuing garrison.
- Points will not transfer from one garrison to another or from one Family to another.