

MONTHLY REPORT TO COUNCIL



Meeting Date: June 18, 2025
Prepared by: Shanna Duggan
Department: Administration
Division: Recreation
Reporting Period: April 2025 – June 2025
CC: City Administrator John Walsh

1. General Operations

- Finished year two of operating the 21st CCLC Learning Centers. Operated four afterschool programs with a total of 100 students each day.
- Grant reporting for year two of the 21st Century Community Learning Center [21st CCLC Information](#)
- Grant reporting to the NW Parenting HUB FY 24-25
- Summer planning and implementation
- Fall programing

2. Staffing & Personnel

- Hiring for summer staff funded through grants and partnerships
- Training for summer programs

3. Projects & Initiatives

A. Ongoing Key Projects

- Building afterschool programming for year three FY 2025/2026
- Expanding program spaces in partnership with the St. Helens School District
- Investigating grant opportunities

B. Upcoming Projects

- Updating training programs for staff
- Updating response protocols for all buildings we occupy

4. Upcoming Events & Important Dates

(Provide information on city-related events, meetings, and deadlines relevant to the department.)

- Crafting with a COP June 12, July 17, August 14, 4-5 p.m., St. Helens Community Center
- Back to School Resource SWAP, TBA- August
- Summer programming is in full swing!
- If you would like to schedule a tour of the camps that we are hosting, please email sduggan@sthelensoregon.gov