

Yeled v'Yalda Ink

EMPLOYEE NEWSLETTER • FEBRUARY 2009

BORO PARK (BP) • CANARSIE (C) • CROWN HEIGHTS (CH) • FLATBUSH (F) • STATEN ISLAND (SI) • WILLIAMSBURG (W)

GOT MAIL?

It's from YvY Human Resources! More Mail? From YvY Human Resources! Some more mail?! Surprise — it's from YvY Human Resources again!

Yes, Yeled v'Yalda employees have received lots of mail from our Human Resources Department because Human Resources is implementing necessary initiatives brought about by compliance issues, benefits restructuring and other administrative requirements.

We are updating our files in accordance with the new Department of Health/Head Start guidelines and in the anticipation of the upcoming HS review in July 2009. It is imperative that every employee fill out the Declaration for Employment and the SCR form received in the mail and send it to Human Resources ASAP. We will also be

(continued on page 2)

INSIDE THIS ISSUE

In the Spotlight.....	1
HRD Greetings	1
From the Desk of.....	2
New Faces	2
Zooming In On	3
Tech Talk	5
Survey.....	7
YvY Celebrations.....	7

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INSURANCE *Bailout!*

KEEPING BUSY AT YELED V'YALDA'S FACILITATED ENROLLMENT DEPARTMENT

by Michelle Goldkrantz, MSW, LMSW, Program Director, Facilitated Enrollment Department

Happy Second Birthday to Yeled v'Yalda's Facilitated Enrollment (Health Insurance) Department! Just as in its first years of life, a baby begins to grow and develop — so too did the Facilitated Enrollment department. In its first few months, the Enrollers assisted 27 families/ individuals and we are at full capacity with one and renewing their insurance. To date, we can proudly claim to have assisted over 950 families as well as individuals! The FE department was a small one when I first came on board; consisting merely of two enrollers. Since then, the FE staff has substantially expanded and we are at full capacity with one



Spacious new Facilitated Enrollment office

(continued on page 4)

HR (continued from page 1)

updating you on a new requirement of mandatory Child Abuse Prevention Training every two years. We congratulate our own Bassie Morris, LCSW who has successfully completed a Training of Trainers specialized intensive course which will enable her to lead Child Abuse Prevention workshops. We will be sending you the workshop schedule for your site in the near future.

Our benefits department has notified you about our Oxford insurance open enrollment for March 1, 2009 and our exciting new finalized dental plan which will begin April 1 (see page 6 for details).

Human Resources sent communications to all employees regarding phone usage and etiquette in response to comments submitted to our department.

- Personal calls during the workday, regardless of the phone used, can interfere with employee productivity and can be distracting to others. Employees are therefore asked to make personal calls during non-work time.
- When answering the phone, every employee should please state their name and department (see page 6).

We hope all employees will adhere to these policies so that Yeled v'Yalda can uphold its professional and courteous reputation.

Another successful managers' train-

(continued on page 6)

Karen Kronenberg presents at the managers' training



From the Desk of...

It has been a really wonderful two years since I accepted the position of Director of Nutrition Services at Yeled v'Yalda. I have worked for YvY a total of 14 years, initially as a nutrition consultant for the Head Start sites and now in my current position that includes overseeing the 24 Head Start sites, worksite wellness, healthy menus and the NYSDOH Childhood Obesity Prevention Grant — Eat Well Play Hard in Community Project.

I have always been inspired to encourage people to live healthy lives using food, nutrition and physical activity — a natural match at YvY. I take pleasure in observing how conscientious everyone is in the lunches they bring, the foods we serve at meetings and in the many questions I field about health, nutrition and recipes. I enjoy the abundance of support I receive in the many initiatives I spearhead in my position.

As director of the Eat Well Play Hard in Community Project, I work with Brooklyn schools to create School Wellness Councils and promote sustainable changes to school and community policies that support healthy nutrition and physical activity objectives. It has been eye-opening to see how pervasive unhealthy eating habits and obesity are in our own back yard. We have partnered with many neighboring agencies in the Brooklyn Task Force on Food and Fitness to increase the availability and accessibility of healthy foods and physical activity in NYC.

One of my initial projects was to increase physical activity in the curricula and provide healthy eating choices in all YvY programs. We have had great endorsement from our administration and directors in pursuing these objectives. We have annual trainings for our teachers and staff to improve health initiatives at every site. We have had so much fun in implementing the NYCDOH SPARK training, “I am Moving I am Learning,” a project of the Office of Head Start. A new venture this year is instituting curriculum from the UCLA/Johnson and Johnson Health care Institute collaborative “Eat Healthy — Stay Active.” We have trained over 100 teachers each year and brought many exciting materials into the classroom for our children and staff to use. It is very encouraging to see the staff and children embody these initiatives in their daily lives in and out of the classroom. When teachers stop me in the hallway and request extra music or equipment, it really impresses me how diligent they are in getting involved in these objectives.

What I love most about YvY is working among a large array of amazing women who take pride in the work they do and who present themselves as role models both personally and professionally.

Sincerely,

Dina Lipkind Ms, RD, CDN

New Faces at YvY

Ruth Kutcher-Bier (W)	Supervision: Seit	Jacob Itzkowitz (BP)	Consultant
Layah Davidowitz (BP)	Supervision: Seit	Blima Kellman (BP)	HR Coord
Hindy Z. Dembitzer (WIC)	Secretary	Irina Khanan (C)	Asst. Teacher
Rachel Ehrman (BP)	Bookkeeper	Dov Koth (BP)	Aide
Chasha Gittel Green (F)	Asst. Teacher	Cleide Veloso Oliveira (SI)	Asst. Teacher
		Zesel Weiss (BP)	Quality Assurance

Zooming In On...

ARYEH PERLES

Position at YvY: SEIT

Years at YvY: 2

Been Published: My letters to the editor were printed in the Yated Neeman newspaper — I promoted the new system of grouping P3's together.

Public Speaking done: At my friends' simchos; in Yeshiva on Shabbos; I spoke at my grandmother's funeral.

Person who had the biggest impact on me: Rabbi Elijah ben Shlomo Zalman, known as the Vilna Gaon (1720-1797)

Favorite food: Cholent (a traditional Jewish stew simmered overnight, for 12 hours or more, and eaten for lunch on Shabbos).

A place I'd like to visit someday: Gateshead, England.

A funny/embarrassing thing that happened to me: While working for Island Child Development Center, I called a therapist to meet her to coordinate, as I was SEIT and she was Speech. I only knew the full name of the Center, and when she suggested meeting at ICDC I didn't realize she was referring to my base. I thought she was referring to an ice cream parlor and I said, "Sorry, I keep Cholov Yisroel." Okay, you can stop laughing...

If I won the lottery, I would: learn (study) all day.

Biggest achievement: Being a baal koreh (officiant who reads the Torah from the scroll in the synagogue).

I regret: not having learned how to drive a car.

My family consists of: I am divorced. I have a 7 year old daughter.

What I do in my free time: learn Torah, email friends.

Something most people don't know about me: I am not really super quiet.

Habit I wish I could get rid of: biting my nails.

If I've learned one thing in life, it's: Everybody cares about themselves first.



Condolences

Yeled v'Yalda extends sincere condolences to Bashie Levilev (F) upon the loss of her father and to Shaindy Tessler (BP) upon the loss of her mother.

BATYA MOSKOWITZ

Position at YvY: Early Intervention Service Coordinator Supervisor

Years at YvY: 10

Prized possessions: 4 girls and one prince.

Relation to famous person: I'm related to Sharon Fuchs who works at Assemblyman Dov Hikind's office

Been published: An article I wrote on Early Intervention was published in the Jewish Press.

Public speaking I've done: I spoke in public when I was a graduate student at NYU. I also taught an EI course at Brooklyn College.

Person who had the biggest impact on me: My bobby (grandmother) Leah. She taught me many things, but three stand out: 1) Charity begins at home. 2) Take care of yourself first. 3) It will be good.

Favorite food: Anything that I don't have to cook, and is prepared and ready when I get home (usually done by my husband).

A place I would like to visit someday: There is not one specific place; I would just like to travel. I would love to rent an RV and go all over!

If I won the lottery, I would: buy a house in Israel, volunteer, go to the gym and take better care of myself.

Volunteering done: counseling to people that are needy.

Biggest achievement: becoming a mother. On a side note, another major accomplishment for me was to be a part of YvY's EI program as it grew from its infancy to its current state (around 800 children).

Something I regret not having learned: swimming, skating, karate.

My family consists of: 4 girls, 1 boy and a wonderful husband

Pet peeve: If things are unorganized... I have systems and schedules for everything.

Something I'm good at: getting people to open up and making them smile.

Favorite website/store: Children's Place, Gap, Weight Watchers.

A habit I wish I could get rid of: biting my cuticles.

If I've learned one thing in life, it's: It's all a test!



ACS Review Coming Up

It's hard to believe that ACS Head Start will be reviewed once again this coming July. A team of 50 people from all over the country will be converging on New York City when they will visit at some or all of the 73 delegate Head

Start Agencies. Whether they come to Yeled v'Yalda or not, we will be prepared to impress the reviewers with our professionalism and high standards of performance.

— Naomi Auerbach
DIRECTOR

in a brand new office. Our new office is very spacious and child friendly. The only downside to our new location is the lack of parking available. I live in Queens, as many know and not only do I leave early to try to beat traffic, but I do so to find a parking space close to the building.

While the FE department is one of the newest members of the YvY family, we do not feel like the new kid on the block any more. Since moving into the new building we have more direct contact with other YvY staff and are able to get to know them in a personal as well as professional way. Friendships have been made. It's wonderful being grouped together with the WIC department as many WIC participants do need health insurance and are sometimes at a loss for how to go about applying for it, and vice versa with FE clients and WIC services. Receiving D'verei Torah every week from Naomi Auerbach also helps to cement the feeling that we are indeed part of the family that makes up YvY. My staff has informed me that it is the little things that count.

To inquire about any or all health insurance programs, for a screening or to set up an appointment, please call 718.686.2188 or 718.686.2189 Monday through Thursday, 9 am – 5 pm, Friday 9 am – 12 pm.

Again, happy birthday to YvY's FE department We have certainly surpassed the crawling stage and are steady on our feet. We are cruising now!

Farragut Road NAEYC Visit

Yeled v'Yalda at Farragut Road received a long awaited visit from an NAEYC (National Association for the Education of Young Children: <http://www.naeyc.org>) assessor during the week of February 9-11. The entire staff had been working for two long, arduous years preparing for this prestigious accreditation assessment: 11 weighty program binders were prepared; 14 assistant teachers obtained their CDA certification; 14 teachers took CPR and First Aid Classes; 14 teachers prepared thick classroom portfolios full of photos and writing showing how their classes met all the numerous criteria; lengthy classroom and teacher observations were performed and documented; and page after page of questionnaires were filled out by parents and staff. In addition, the cleanliness and attractiveness of the site was outstanding (as usual).

Education Director Bina Cunin was heard raving enthusiastically. "The entire staff was amazingly wonderful! They really performed over and beyond the call of duty!"

Directors Naomi Auerbach and Wayne Goldberg sent a letter expressing their appreciation to all the dedicated staff at the Farragut Road site. "You all went the extra mile and whether we receive accreditation or not, we thank you for it all."

FE (continued from page 1)

program director, three enrollers, one data entry clerk, and a quality assurance officer. This growth in staff has afforded the FE department with the opportunity to visit other YvY sites, as well as community schools, to spread the word about the services that we offer. Local schools publicize our services in their newsletters and on designated days, enrollers are sent to yeshivas to assist potential clients with enrolling in health insurance.

Last April, the Facilitated Enrollment office moved to the second floor of the spacious new building of Yeled v'Yalda headquarters on 38th Street in Boro Park. The move came not a moment too soon. In our previous office, we were limited with space and at times the office overflowed with clients.

We longed for the day when we would be able to spread out



(above) Facilitated Enrollment staff. (inset) Michelle Goldkrantz, Director of Facilitated Enrollment

TECH TALK



TAKE A SHORTCUT

Leaving your desk for an undetermined amount of time? Try this neat trick with the  key (it is usually located on the bottom of the keyboard near the spacebar):

Press it along with L ( + L) to lock down your PC. Nifty, isn't it?

Next time you want to reach for your mouse to click something, refer to these handy charts instead. Keyboard shortcuts are a great time-saver! While you may need to refer to a chart the first few times you use them, eventually you will be grateful for these handy shortcuts and will be eager to learn some more. I experience this firsthand whenever I learn a new key combination that accomplishes

some task that I thought requires a mouse click...or two, or three.

Here are some of the most popular keyboard shortcuts. They work in most Microsoft software products (e.g. Windows, Excel and Outlook), and many work in other programs as well.

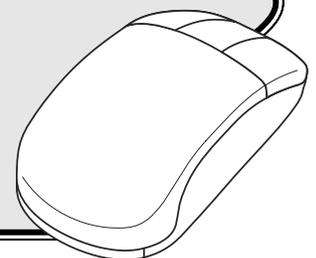


WINDOWS KEYBOARD SHORTCUTS	
	Open or close the Start menu
 +D	Display the desktop
 +E	Open the Computer window
 +F	Search for a file or folder
 +L	Lock your computer or switch users
F2	Rename the selected item
F3	Search for a file or folder
F5	Refresh the active window
DELETE	Delete the selected item and move it to the recycle bin
SHIFT+DEL	Permanently delete the selected item (without moving it to the recycle bin)
ESC	Cancel the current task



WINDOWS KEYBOARD SHORTCUTS	
CTRL+A	Select all items in a document or window
CTRL+C	Copy the selected item
CTRL+X	Cut the selected item
CTRL+V	Paste the contents of the Clipboard (whatever was most recently Copied or Cut)
CTRL+O	Open a document or file
CTRL+S	Save an open document
CTRL+W	Close the active window
CTRL+Z	Undo an action.
CTRL+SHIFT+ESC	Open Task Manager

For a more extensive list of keyboard shortcuts, just visit your favorite search engine (e.g. Google) and search for "keyboard shortcuts."



HR (continued from page 2)

ing took place on Tuesday, February 3rd, led by Karen Kronenberg, Director of Training and Development. Yeled v'Yalda Managers and Supervisors were able to role-play an interview scenario and come up with creative ways to ask the questions that can help them make the best hiring decisions.

We thank all those who promptly respond to our requests and look forward to your continued cooperation.

Gitty Lichtenstein, MS

DIRECTOR OF HUMAN RESOURCES



The Human Resources Department would like to mention

An important proto"call" brought to our attention—

The way we answer our calls is important, you know.

It is not very professional to just answer "Hello?"

Identify yourself and your department, please

With a little practice, you'll do it with ease

With your cooperation, we'll continue to be

A number one professional agency!

1312 38TH STREET | BROOKLYN, NY 11218 | 718.686.2413 | WWW.YELED.ORG



Mr. Benabu distributing donuts at the Yeled v'Yalda Learning Center in celebration of Chanukah

Yeled v'Yalda is pleased to introduce our new **DENTAL INSURANCE PLAN** to go into effect **April 1, 2009!**

It's an even better plan than we anticipated!

PLAN DETAILS:

AETNA PPO PLAN

Go to any dentist you want! Best available Customary Payment Schedule!

Deductible: \$50 Individual/\$150 Family (does not apply to preventive)

100% Reimbursement for Preventive Care

80% Reimbursement for Basic Restorative Work

80% Reimbursement for Endodontic / Periodontal / Oral Surgery

50% Reimbursement for Major Restorative Work, Orthodontia and Implants

\$2,500 Annual Maximum on Spending per participant

\$2,000 Lifetime Orthodontia Maximum per participant*

TO BE ELIGIBLE TO PARTICIPATE, YOU:

- Must work a minimum of 20 hours per week
- Must be a regular, W2 employee
- Cannot be part of the ACS Head Start program

Please join us for one of our open enrollment meetings on the following dates:

DATE	PLACE	TIME(S)
Tuesday, March 3rd	1312 38th Street, 4th Floor	1:00 pm and 3:30 pm
Wednesday, March 4th	1312 38th Street, 4h Floor	9:00 am and 11:00 am
Friday, March 6th	Silver Lake HS — SI	TBD

TO ENROLL:

You may enroll at one of our Open Enrollment events or mail in an enrollment form to Karen Kronenberg at 1312 38th Street, 4th Floor, Brooklyn, NY 11218.

Call **718.686.2413** with enrollment questions.

The deadline to enroll is **Friday, March 12th!**

Enroll today — your next opportunity to enroll will be January 2010.

* Certain restrictions/exclusions may apply to Orthodontia work already in progress.

Here are some of the comments we got in response to our survey question:

“Have you ever deliberately ignored the ringing of your (cell) phone? Of course you have! Why?”

- Why? Duh, isn't it obvious? Now, when YOU called, I really didn't hear the phone. Or, I really wasn't near the phone. Or a gazillion other reasons...
- I knew that the caller was waiting for a specific answer and I did not have the answer yet.
- If I know the call is not for me (at home) and the person being sought isn't around.
- If I'm up to my neck in chicken fat or challah dough, I will let my phone ring.
- Sometimes you are just not ready to pick up the next call — guess what? Even Sullenberger's wife ignored his call twice before she reluctantly picked up the third time.
- I don't pick up the phone if I'm in a public area and my conversation will irritate the people around me. Also when I need my own quiet time — like for at least an hour after work every day; I need to relax and there's no way I can answer that annoying phone!
- It was on during a meeting — and was disruptive
- When I'm enjoying some peace and quiet...
- The phone these days is the biggest pain in the neck. Instead of being a help it's the biggest nuisance. Let it ring.
- Usually when I ignore my phone it's because I'm not in the mood of speaking to the person on the other end of the line. LOL
- I think it is rude to deliberately ignore calls on my cell phone and I don't do it. I give out my number to people I want to talk to. If I am in a meeting, I will turn off my cell phone and when some-

Missed Call!



- one calls, it goes straight to voicemail. Then they know I am not available and have the option of leaving a message or keep trying me.
- Yes, I have, when I found it was impolite to talk. For example, the street, in middle of a meeting, at an official gathering, and the like.
 - I am in a store doing grocery shopping.
 - I don't pick up any calls with the words “Congregation” or “Survey” or “1-800...” listed in the caller ID. ✧

Proud Grandparents

Simi Schlafrig (BP) — 2 grandsons
 Rabbi Chaim and Esther Szanzer (BP), grandson
 Yehudis Krasner (WIC), grandson
 Raizel Landa (W), grandson
 Zissy Mayer (W), grandson
 Bayla Andrusier (W) grandson and granddaughter
 Sarah Blesofsky (F) granddaughter Chaya Mushka
 Gitty Lichtenstein (BP), grandson

Marriages

Chana Tova (Schreiber) Berkowitz (BP)
 Vicki Edelstien's (BP) daughter
 Rochel Rosen's (BP) son
 Hadassa (Kimmel) Lemberger (WIC)
 Devora (Bilgoray) Singer (WIC)
 Suri (Schwartz) Eizekovic (BP)
 Devoiry Katz's (BP) son
 Mordechai Roth's (BP) daughter
 Esty (Rubinstein) Goldenberg (BP)

Engagements

Fraidy Teitelbaum (BP) Mordy Neuman
 Rivky Sompolinsky's (BP) son Shimshon Sender



to Latzie Rothman
 Shany Bodenstein (BP) to Zvi Hersh Mashitz
 Devoiri Weinstein (BP) to Yossi Lewin
 Ariela Landsberg (BP) to Dovid Schwartz
 Esther Friedman's (BP) daughter
 Zeldy Pinter's (BP) son
 Malya Dinerman's (BP) daughter

New Baby

Chaya Ruchie Bornstein (BP), boy
 Chumie Moskowitz (BP), girl
 Mordechai Schwartz (BP), girl
 Gitty Harrar (BP), boy
 Chana Sury Steuer (BP)
 Mazzy Zafrani (F), boy Shalom
 Malky Shonberger (BP), girl
 Devoiry Horowitz (BP), boy
 Malky Roth (BP), boy

Leibel Weinstock (IT), twin girls
 Shaindy Nussencweig (WIC), girl
 Chanie Baum (W), boy
 Ruchy Greenwald (W), girl Sara Miriam
 Rabbi Steinmetz (W), boy
 Devory Bodenstein (BP), boy
 Mafata Keita (SI), baby girl
 Pearl Shakowitzky, (BP) boy

Bar Mitzvah

Libby Chein's (BP) son Mende
 Atara Schachter's (W) son

New Home

Lynn Kancso (SI) and her husband bought a house

YvY Staff EXCLUSIVE!

YvY is pleased to announce the much anticipated partial opening of the YvY Fitness Center located at the 1312 38th Street facility on the Sub lobby level. The Fitness Center, which was scheduled to open in January of this year, experienced a delay due to unforeseen technical matters. Due to tremendous demand, however, YvY's administration has decided to conduct a 'soft opening' of the Fitness Center, operating at first exclusively for YvY employees. This will enable YvY staff

to get a taste of what YvY intends to offer the community in the near future. The facility houses a fitness room with the most modern state of the art cardio and weight training equipment.

The center's "soft opening" with limited clientele, hours and area of operation (gym area only) will take place in March. Membership during this month is expected to be \$40. YvY will be covering half the cost of this program bringing down the effective charge to approxi-

Yeled v'Yalda Fitness Center Hours of Operation (March 09)				
Day of Week	M	T	W	T
7:30 am-9:00 am	Men	Women	Men	Women
12:00 pm-1:00 pm	Men	Men	Men	Men
1:30 pm-2:30 pm	Women	Women	Women	Women
5:00 pm-6:30 pm	Women	Men	Women	Men

mately \$20. The grid above outlines men and women hours. The schedule has been designed around work hours, enabling usage of the facilities immediately before work, during lunch break (at your supervisor's discretion) and immediately after work hours.

So...are you ready for a good workout? What are you waiting for? Dust off those sneakers, grab a water bottle and begin warming up... 

YvY hopes to open its beautiful full sized swimming pool, sauna, and steam room in the near future. Stay tuned for details. Regular membership rates and schedules will be available as the Center actually gets ready to assume full operations.



We'd love to hear from you!

We would like to thank everyone for their input, encouragement, and suggestions for the newsletter. Please be advised that due to editorial content, time and/or space constraints, it is not always possible to include all submissions. At the same time, however, we would like to encourage you to continue writing us. Look for our next issue in the spring! Please e-mail your comments, suggestions, letters to the editor and news to YvYink@yeled.org or to rherbst@yeled.org or fax to 718.686.2497



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