



UNITED STATES MARINE CORPS  
MARINE CORPS AIR STATION  
BOX 99100  
YUMA, ARIZONA 85369-9100

StaO 1710.18C  
MCCS

17 MAY 2017

STATION ORDER 1710.18C

From: Commanding Officer  
To: Distribution List

Subj: CHILDREN YOUTH AND TEEN PROGRAM (CYTP) PARENT ADVISORY  
BOARD (PAB)

Encl: (1) Assignment Letter

Ref: (a) MCO P1710.30E

1. Situation. The Marine Corps recognizes that parents have the primary responsibility for the health, safety and well-being of their children. In an effort to facilitate a parent/CYTP partnership for the welfare of the children, the PAB is established. The PAB acts in an advisory capacity, providing recommendations for improving services in CYTP.

2. Cancellation. StaO 1710.18B.

3. Mission. The reference directs that the CYTP will establish and maintain an advisory board composed of parents using any CYTP. Ex-officio members are the CYTP Administrator, Child Development Center (CDC) Director, Family Child Care (FCC) Coordinator, Youth Center Manager, Resource and Referral/Supplemental Programs and Services Coordinator, Marine and Family Services and Marine Corps Community Services.

4. Execution

a. Commander's Intent and Concept of Operations

(1) Commander's Intent. The Commanding Officers of Commands aboard Marine Corps Air Station (MCAS) Yuma concur in and make this directive applicable to their respective commands.

(2) Concept of Operations. Commanders are encouraged to solicit a volunteer from those personnel that have children enrolled in the CDC, FCC, or Youth Center's school age care to serve on the PAB. Enclosure (1) should be submitted by the command for this appointment.

b. Subordinate Element Missions

(1) The PAB shall:

(a) Meet at least quarterly.

(b) Act in an advisory capacity and will not engage in the management of CYTP.

(c) Forward the meeting minutes through the CYTP Administrator to the Commanding Officer via the chain of command.

(2) The CYTP administrative staff and command representative shall:

(a) Meet with the PAB at least annually.

(b) Strongly encourage parent participation in CYTP activities.

(c) Will select one parent as chairperson.

5. Administration and Logistics. The point of contact in regards to this order is Shanna Thomas, CYTP Administrator at (928)269-3260.

6. Command and Signal

a. Command. This order is applicable to all units and tenant commands aboard MCAS Yuma.

b. Signal. This order is effective the date signed.

  
M. A. WERTH

DISTRIBUTION: B



**UNITED STATES MARINE CORPS**

MARINE CORPS AIR STATION  
BOX 99100  
YUMA, ARIZONA 85369-9100

1710  
MCCS

From: (Unit Commanding Officer)  
To: (Individual)

Subj: ASSIGNMENT LETTER TO CHILDREN YOUTH AND TEEN PROGRAMS  
(CYTP) PARENT ADVISORY BOARD (PAB)

Ref: (a) MCO P1710.30E  
(b) StaO 1710.18C

1. In accordance with the references, you are hereby appointed to the subject PAB. You are to familiarize yourself with the references.
2. The PAB meets the third Thursday of each quarter at 1100 in the Child Development Center, building 1085.
3. The point of contact is Yolanda Sanders, Coordinator, Resource and Referral/Supplemental Programs and Services at (928)269-3234 or Shanna Jo Thomas, Administrator, Children Youth and Teen Programs at (928)269-3260.

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Enclosure (1)