

**DEPARTMENT OF DEFENSE
EDUCATION ACTIVITY
4040 NORTH FAIRFAX DRIVE
ARLINGTON, VIRGINIA 22203-1635**

September 1, 2004

MEMORANDUM FOR AREA DEPUTY DIRECTORS
DISTRICT SUPERINTENDENTS, DODDS
PRINCIPALS, DODDS

SUBJECT: DoDEA *Sure Start Program Guide*

DoDEA has developed a new DoDEA *Sure Start Program Guide* to implement the Sure Start regulation and provide guidance for its implementation. The *Sure Start Program Guide* has been coordinated through the Area Deputy Directors and negotiated with the union and is provided as an attachment. The Sure Start regulation will be provided when coordination is complete.

The *Sure Start Program Guide* has been distributed and training provided to all Sure Start teachers and program assistants during the Sure Start training the week of August 30 in Europe and September 7 in the Pacific. However, the *Guide* should be reviewed with the teachers and program assistants to ensure that any new program requirements and guidelines are met. The principal's roles and responsibilities are detailed on pages 63-66.

Please direct any questions or concerns to the Area Early Childhood Instructional Systems Specialist or to the DoDEA HQ POC, Marc Mossburg, who may be reached by email or phone (703-588-3155).

“Original Signed”

Marc W. Mossburg
Chief, Curriculum Branch,
ELA, Early Childhood, and the Arts

Attachment:
As stated