



THE ADVISOR

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A BI-WEEKLY INFORMATIONAL BULLETIN

PENNHURST STATE SCHOOL and HOSPITAL

FROM DPW BULLETIN NO. 940, PUBLIC INFORMATION POLICIES AND PRACTICES

Frank S. Beal, Executive Deputy Secretary for Operations, has issued Executive Directive No. 14, dated June 2, 1971, which states:

"The people of Pennsylvania have a "Right to Know" what is happening in their state government.

It shall be the policy of this Administration to facilitate this right by providing, as far as is humanly and legally possible, citizen access to the facts about state government. It shall be the policy of this Administration to build effective communication between itself and the citizens of the Commonwealth.

Each agency of state government is charged with the responsibility of developing and maintaining effective communications with the public. It is only through such communications that state government can hope to be truly representative of and responsive to its citizens.

Because of the importance of the public information function, I am issuing this Executive Directive, which supersedes Executive Directive No. 106 of July 1, 1970.

1. The purpose of all Commonwealth public information activities is to make state government more sensitive and responsive to the people.
2. Each agency of State government is asked to maintain an Office of Public Information, unless authorized to eliminate this function by the Director of Public Information for the Governor's Office.
3. The Director of Public Information in each agency should have direct, daily access to the head of the agency and should report directly to him.
4. The Director of Public Information in each agency should be a member of any communications advisory committee appointed by the agency head, and should be involved in the discussion of all policy.
5. All personnel of each agency should be informed in writing of the administration's commitment to Freedom of information. Public records and information, except those which are deemed confidential or privileged as a matter of law, should be made available to representatives of the public and the news media.

FROM DP/1 BULLETIN NO. 940, PUBLIC INFORMATION POLICIES AND PRACTICES (Cont.)

6. Procedures for furnishing information to the news media and the public should be detailed for the guidance of all personnel in each agency.

7. The Director of Public Information for the Governor's Office shall administer the public information activities of departments, boards, commissions, and other state agencies under the Governor's jurisdiction.

8. The Director of Public Information for the Governor's Office is to be consulted regarding all public information personnel.

9. The Director of Public Information for the Governor's Office, in order to expedite the two-way flow of information between the government of the Commonwealth and the people, will work as closely as possible with the heads of all agencies and their public information officers."

ACTIVITIES DEPARTMENT ANNOUNCES INTRODUCTION TO ART COURSE

The first course, Introduction to Art, in the Activity/Teacher Aide curriculum, will start Wednesday, September 8, 1971. The course will run for ten weeks, Mondays and Wednesdays, 1:00 to 3:00 p.m.

Tuition is \$120.00. Pre-registration, registration, and class site information is available at Mrs. Nason's office (Auditorium basement, phone 274).

Course Description:

Early Childhood Elementary Education 101x

Introduction to Art

3 semester hours credit

Emphasis is placed on developing an understanding of the basic concepts in art, such as line, color, texture, design, shape and form, and an opportunity for students to discover the principles of these concepts through using visual art media commonly available in the elementary classroom. Seminar which relates studio experience to elementary classroom situations combined with each class. The instructor for this course is Mrs. Karen Boyd.

Eligible participants will have their tuition costs reimbursed under terms of the Tuition Reimbursement Program. For further information and application forms contact the Training Office, Personnel Department, phone 472.

Note: CLASS REGISTRATION IS NOT THE SAME AS TUITION REIMBURSEMENT. APPLICATION FOR TUITION REIMBURSEMENT MUST BE MADE BY FRIDAY, AUGUST 6, AT THE LATEST.

Lloyd S. Skole
Training Specialist

CURRENT VACANCIES

The following positions are open and available to any qualified applicants throughout the institution. Anyone interested in them should contact the appropriate supervisor before August 12, 1971.

1. Activity Aide III in Recreation. Contact Mr. Gene Holiwell, ext. 369.
2. Child Care Aide II in Unit III, first shift. Contact Mrs. Shirley Rittenhouse, ext. 431.

Francis J. Clifford
Personnel Director

DEADLINE NEARS FOR TUITION REIMBURSEMENT

Interested staff are reminded that Friday, August 13, 1971, is the last day on which Tuition Reimbursement applications will be accepted for the three on-site psychology courses (Introductory, Applied, and Mental Health) scheduled to begin the third week of September.

For further information contact the Training Office, Personnel Department, ext. 472.

Lloyd S. Skole
Training Specialist

POOL CLOSINGS

Due to certain problems, the upper and lower campus pools have been closed. They will be reopened and the normal schedules resumed as soon as conditions are corrected. Notification will be sent of the reopening when the pools are ready for use.

Juanita Nason
Recreation