



3/4/19

ACTION ITEMS:

- The Awards of Excellence (AOE) is how we recognize extraordinary work, dedication and passion for our Mission, HEART Principles and for one another. Now is your chance to recognize those who impress, support and care for you with their consistent excellence each and every day. Visit www.brighthorizons.com/awards by March 8th to submit your AOE nominations.
- Please be aware and present while navigating the JCCC Campus; be mindful of the construction/landscaping crews as they iron out a few remaining details.
- **INFANT PARENTS NOTICE:** Contained in the larger body of the Monday Memo document is an important notice concerning Infant Feeding Policy & Procedures. Please read the communication and refresh yourself on the policy. It will also be sent out via the My Bright Day app.
- **PART TIME CARE:** Information regarding Part Time Care registration and enrollment will be available Monday, March 11, 2019. Part Time Care will begin August 2019. Part Time Care will be for our Early Preschool, Preschool and Kindergarten Prep programs. Availability is MWF or TTh. Please see the 2019 Tuition Announcement located under "For Our Parents" on the website for cost. Part Time Care tuition will be payroll deducted. Thank you for your interest in the Jeannette Cathy Children's Center's Part Time Program.

MENU:

- March Menus are available via the links in the Monday Memo as well as in hard copy at the sign in kiosks.
- Menus are posted on our website at <http://www.brighthorizons.com/chickfila>. You can find them under *For Our Parents*.

CENTER HAPPENINGS:

- **3/4/19** Encompass Lunch & Learn @ Oakmont Auditorium 12:00 pm
- **3/8/19** General Transition Meeting

- **3/15/19** St. Patrick's Day Photo Booth @ JCCC Lincoln for ALL families
- **3/11-29/19** Family Conferences
- **3/18-22/19** Scholastic Book Fair

STAFFING:

- Our Staff Bio sheet gets updated as new pictures are taken during new employee orientation. This is the sheet which holds the past 3 months of JCCC new hires. All of our staff members can be seen on our JCCC website. Pictures are updated as they are scheduled with our photographer.
- Please follow the link in the Monday Memo for an updated Staff Bio Sheet.

DID YOU KNOW?

- **Infant families:** Please remember that all bottles and containers/packages of food must be labeled with your child's first and last name, date the bottle/food was brought into the center, and has your child's assigned color code. **Non-perishable food:** All non-perishable *foodcontainers* brought into the center need to be individually labeled as described above (the date on the individual containers/packages of food will be the date you brought it in to the center). **Please do not just label the packaging.** **Non-perishable food:** please remember to identify the food container with the meal you have prepared for your child in addition to the labeling instructions described above. The teachers will check all food/bottles brought into the classroom to verify the labeling is correct. Please consult with your child's teacher if you have any questions. You may also speak with one of the education coordinators, center director's or executive director.
- Our new carpool system, Pikmykid, is the one stop shop to help schools organize their dismissal, ease traffic, reduce chaos and organize changes you make for your child's pick-up. Here are features which will support a more efficient dismissal system:
 - Pikmykid will allow us to become more efficient and accurate in carpool by seeing who is currently in line and prepared to receive their child.
 - Reducing the wait time for children in inclement weather
 - Remove the need for the REMIND app by utilizing Pikmykid in app notification services.
 - Remove the need for emails with revised pickups. These messages can be done via Pikmykid.
 - Allows you to remain signed in so it is a one click process to announce.
 - Pikmykid does not remove the need for BH Kiosk check-in system. This is a separate tracking system needed for BH and licensing.
- **Questions** surrounding the waitlist? Ask for a one on one meeting with Miriam Knight, Enrollment Manager, at miriam.knight@brighthorizons.com. Those families impacted by

the new projected opening date will receive a personal email from our Enrollment Manager. If you had a requested start date after the projected opening, you will be communicated with through our normal orientation announcement.

- Updated Parent Representative list can be found on the center website. This list is updated as new reps are announced and classrooms opened.
- You can access many documents via the center website:
 - Go to www.brighthorizons.com/chickfila
 - Click on the heading For Our Parents
 - Review all of the documents provided.
 - Menus stay for the month they represent
 - Meeting minutes stay for the month the meeting took place
 - General documents last through the end of the calendar year

Thank you for your partnership!

Rebecca Stephens
Administrative Assistant
Jeannette Cathy Children's Center
rebecca.stephens@brighthorizons.com
404-761-2323 (phone)
404-761-4581 (fax)