



**1/13/20**

**ACTION ITEMS:**

- Starting **Monday, January 13<sup>th</sup>**, we will begin specifying our communications by House. We have compiled email distribution lists and will begin sending House-Specific emails via each House's distribution list. Campus-Wide emails will be sent to all Houses.
- We would like to **THANK** all of you who have already completed your survey; however, we still have more work to do! Presently we have more than 250 families, yet only 107 families have reported survey completions. For your convenience, the link to the Family Satisfaction Survey is below. The deadline to submit your survey and let us know how we are doing is January 31<sup>st</sup>.
  - [Family Satisfaction Survey](#)

**MENU:**

- January Menus are available via the link in the Monday Memo as well as in hard copy at the Sign-In Kiosks.
- Menus are posted on our website at [www.brighthorizons.com/chickfila](http://www.brighthorizons.com/chickfila). You can find them under the *For Our Parents* heading.

**CENTER HAPPENINGS:**

- **1/13/20** House-Specific All Parent Partnership Meetings
- **1/20/20** JCCC **CLOSED** in observance of Martin Luther King, Jr. Day
- **2/3/20** House-Specific Parent Representative Meetings
- **2/14/20** "GOGO" Valentine Event
- **2/17/20-2/21/20** School Age Winter Break Camp

**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?

- *Questions* surrounding the waitlist? Ask for a one-on- one meeting with Amber Roehm, Enrollment Manager at [amber.roehm@brighthorizons.com](mailto:amber.roehm@brighthorizons.com).
- You can access many documents via the center website:
  - Go to [www.brighthorizons.com/chickfila](http://www.brighthorizons.com/chickfila)
  - Click on the heading For Our Parents
  - Review all of the documents provided.
    - Monday Memos pertain to the current month
    - Menus pertain to the current week
    - Meeting minutes remain for 2 months
- General documents last through the end of the calendar year

Thank you for your partnership!

Jeannette Cathy Children's Center

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