



**1/20/20**

**ACTION ITEMS:**

- To assist us with staffing needs the week of Next, please follow the links below to record your child's attendance the week of February 3<sup>rd</sup>-7<sup>th</sup>.
  - [Treehouse Next Attendance Link](#)
  - [Sierra Next Attendance Link](#)
  - [Woodlands Next Attendance Link](#)
- Please find below links to the current Parent Representative Lists as of 1.16.20. If you would like to fill a vacant spot in your child's class, please reach out to our Office Manager, Marcia Riggins at [Marcia.riggins@brighthorizons.com](mailto:Marcia.riggins@brighthorizons.com).
  - [Treehouse Parent Rep List](#)
  - [Sierra Parent Rep List](#)
  - [Woodlands Parent Rep List](#)
- January 24<sup>th</sup> is National Compliment Day and we would like to be intentional about lifting each other up. Please find below a link with more details.
  - [National Compliment Day Flyer](#)
- As part of Bright Horizons, we are committed to our core values, one of which is Excellence. We welcome your feedback on how we can improve in this area. Please follow the link below to take the Family Satisfaction Survey. We thank you for your candid and honest feedback. 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:**

- **1/20/20** 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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