

Open For
Business!



Open House
Meet the Teachers
July 7th and 8th
6p-8pm

90% of our Teachers are Director or Lead Teacher Qualified!

July, 2009

Elizabeth Geldhof, Director of Business Operations

Volume 1, Issue 3

Early on in the process of hiring teachers, we stated we only wanted to find the BEST of teachers. We want the teachers to be a part of the team, the philosophy and be a part of our institution not just a staff member.... I believe we have accomplished one of our very big goals.

DCFS has reviewed our space for the security of your children. This re-

view also included the many documents for each of our teachers: applications, reference letters, background checks, health screenings, and education. We are so **proud to announce we have one of, if not the most qualified staffs of child care centers in the City of Chicago!**

Over 90% of our staff is qualified to be a Director of a Center and/or a

Lead Teacher. What does this mean for you and your little one? You can rest assured your child will be taught by a truly educated professional. Our staff members are not baby sitters or just care-givers – they are truly teachers! The level of education of our teachers far exceeds the minimum standards of DCFS and we are thrilled with this outcome.

***THE WAIT
IS OVER!***

Construction is Complete!

Robert Kumericich , Supreme Contractors, Inc

Construction at the Little Green Tree House has been totally completed. Supreme Contractors finished the job with a lot of urgency. We were scheduling general site cleanup at the end of the day when most of the workers had left the site. The electricians were installing lighting fixtures at night after the walls and

ceilings were final painted. This kept noise levels to a minimum and allowed the contractors to work many long days without disturbing any of the homeowners living above the center. Once all of the work was completed the City Of Chicago and Illinois Department of Children and Family Services inspectors

walked and fully inspected the center to ensure that all work was done per industry standards and passed all of the applicable city codes and DCFS rules and regulations. The finished product is a very well-designed and well-built childcare facility that is eco-friendly and most of all will be fun and safe for all of the infants and children.

Special points of interest:

- QUALIFIED TEACHERS
- CONSTRUCTION COMES TO AN END

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Play at Nearby Skinner Park

Erin Lyon, Director of Education



In order to get children out to play every day when the weather is permitting we will use Skinner Park on a regular basis. To get children under the age of three to

the park we will be using what we call the bye-bye buggies. Each buggy can hold up to four children and they will be strapped in and then pushed to the park by their teachers. Getting to the park does require teachers to cross two streets, Ashland and Laflin. The teachers will wear safety vests and take every precaution when crossing the streets. Children over the age of three will walk to the park with their teachers using a safety rope.

As a safety precaution all teachers will bring emergency contact information and a first aid kit with them. They will also be required to carry their cell phones in the event that emergency officials need to be called.

Once at the park, following a safety check of the premises and equipment, children will be able to play on the equipment or in the field depending on the teacher's choice for the day.

Child Check-In and Check-Out

Erin Lyon, Director of Education



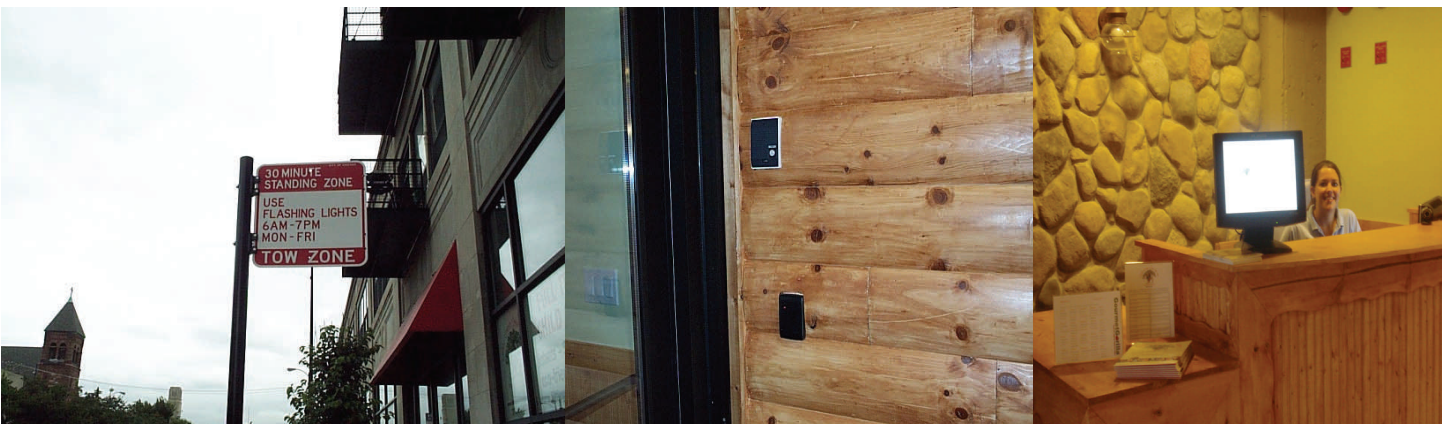
When you arrive at Little Green Tree House in the morning to drop off your child you will be able to pull up directly in front of our entrance and your car can stay in our designated loading zone for a maximum of 30 minutes with your hazards on. Once through the first set of doors you will use your center-issued key

fob to enter in the second set of doors. You will then proceed to the front desk and using the last four digits of your social security number or given alternate number, you will check your child into school using the computer's touch screen monitor. From there you will proceed to your child's classroom and check them

in with their teacher.

At the end of the day you will follow the same procedure that you did to drop off your child only you will check them out of their classroom with their teacher first and then proceed to check them out using the computer as you exit the center. Please

keep in mind that it is very important for security purposes that all children are checked in, in the morning and checked out again at the end of the day. The check in and check out process also allows us to know when children are coming and going so that all rooms are properly staffed at all times.



It's Enrollment Time!

Elizabeth Geldhof, Director of Business Operations



Finally, we can say all of the city licensing is complete and you can truly walk into our doors and know we are in operation. We will not only meet all DCFS standards but we plan on exceeding many too!

The Little Green Tree House has an open door policy for all enrolled families. To better serve those that may not have enrolled already you may, during our initial months of opera-

tion, want to call for an appointment if you are coming for a tour.

If you have already completed the paperwork found on our website please be sure to bring it with you. If you have not, no problem as we will have full packets ready for the enrollment process.

Reminders:

- We will need a copy of the Birth Certificate of your child.
- We will need a completed child medical form.

- Your banking information will be needed to set up the Direct Debit process as the Little Green Tree House will not accept cash or checks

We apologize in advance for the redundancy; reoccurring information is all required on separate forms.

Everything is created from moment to moment, always new. Like fireworks, this universe is a celebration and you are the spectator contemplating the eternal Fourth of July of your absolute splendor

Francis Lucille

Eco Friendly Paints – the decisions that can be made!

Elizabeth Geldhof, Director of Business Operations

Who knew there was such a thing as recycled paint? Well we found it and we like it! Beucher's Pride is sold by Earth Paints Collection Systems, 132 Allen Avenue Grayslake, IL 60030. We used over 75 gallons of this paint and from their statistics we kept 225 containers of

post-consumer paint out of the landfills. We used this particular paint for our large neutral areas. Our accent color paint was from a different manufacturer with the requirements of no VOC paint with tint. It all looks pretty nice and cozy!



Quick Reference:

Center Will Be Closed On the Following Holidays

In 2009

- Monday, September 7 (Labor Day)
- Thursday, November 26 (Thanksgiving)
- Friday, November 27 (Day after)
- Thursday, December 24 Center will be open 7am – 1pm
- Friday, December 25 (Christmas Day)

Hours Of Operation

Monday – Friday; 7 am – 6 pm

Drop Off/Pick Up

Drop off at 7 am

Pick up no later than 6:00 pm

Telephone Number 312-492-9876



For Growing and Learning

We Would Like to Introduce You to Some of Our Teachers

Esmilyn Johnson, Assistant Director of Education

We are super excited that Little Green Tree House will have more quality teachers than the average childcare center in the City of Chicago. According to the current Illinois Department of Children and Family Services standards, over 90% of our staff is qualified to be a Director of a Center and/or a Lead Teacher. Among our terrific staff, it is my pleasure to introduce Abbe Blackwell, Erick Evans, and Melissa Schoenborn.

Abbe Blackwell is an assistant two year old teacher at our center. She attended Southern Illinois University at Carbondale (SIUC), where she received a Bachelor of Science in Early Childhood Education. Abbe has three years of experience working with children six weeks to five

years of age, and her most recent employment was at the Child Developmental Lab at SIUC. There Abbe provided age appropriate activities for the children, implemented activities, and designed and implemented lesson plans. She has a great personality, is easy going, loves working with children, and is eager to get started.

Erick Evans is a Lead Teacher for the three year old classroom. He has a Type 04 certification and a Bachelor's Degree in Early Childhood Education from Bowling Green State University, Ohio. Erick has three years of experience working with ages ranging from infants and up. He was formerly a teacher at Haskins Elementary school in Otsego, Ohio, where he

designed and implemented units in language arts, math, science and social studies for students at the second grade level. Furthermore, Erick is a Type 04 certified teacher, he can work for the Chicago public schools as well as in a childcare setting. Erick has worked with younger children and has created developmentally appropriate activities that enhance infant, toddler, preschool, and kindergarten learning to achieve developmental tasks. We believe that Erick brings excitement and knowledge to Little Green Tree House.

Melissa Schoenborn has a Bachelor of Science in Human Development and Family from the University of Kansas. Melissa is the Lead Teacher for the toddler classroom; she was

once a Director and a Lead Toddlers Teacher at Canterbury Preparatory School in Overland Park, Kansas. There Melissa developed policies and procedures for infants and toddlers and has also supervised staff and done staff orientation. She has three years of experience working with young children ages six weeks to five years of age. We are excited and pleased to have Melissa on board.

These teachers are among our energetic staff of carefully selected individuals we have chosen to care and nurture your children through their young years. They are a great asset to our center and we are fortunate to have them as part of our team.



Our commitment to you: respond to your questions and inquiries in a timely fashion. We want to get to know you and the only way to do this is through open lines of communication.

We are on the Web:
www.littlegreentreehouse.com

Phone: 312-492-9876
Fax: 312-492-6543
Info@littlegreentreehouse.com