GETTING OFF TO A GOOD START
Welcome to LCCDC for the new program year. To help your child get off to a good start, new families may wish to try the following tips:

a) Familiarize yourself and your child with the daily schedule. Each classrooms daily schedule is different so if you did not receive one at your home visit please ask your child’s classroom teacher.

b) Remain calm. When you are not rushed, your calmness conveys a feeling that your child is in good hands.

c) Remember to say goodbye and hello. Children need to see you leave the building. Wave good bye as they watch you from the window or playground. When you return, offer a hug and/or words of encouragement.

d) Be consistent with your pick up time so your child knows when you will be back.

e) Call the center at 892-5700 if you need to check on the status of your child after a difficult separation.

Be patient. Your child needs time to adjust to a new environment. Being consistent in arriving and departing at the same time helps your child to adjust to the daily routine sooner.

THANK YOU
Sarah Regan—Children’s clothing

Parents:
We want to keep you up to date on the plans for our center to move into its new location. Projected time line as of now is sometime around the end of October or beginning of November. We will not know until closer to the completion of the building but will continue to keep you informed as the date gets closer. As soon as we know we will post how many days we may need to close for the move and DHS inspection.

Parents: we would like to inform you that the Child Development Center has been assessed and have moved from a 4 star to a 5 star on the Quality Rating Scale (QRS). This is the highest rating a center can receive. We are very proud to be one of the few centers in Linn County that have reached this achievement.
**Welcome to new families:** We want to extend a warm welcome to new families that are joining our center this fall! We hope you find Linn County Child Development Center to be a “family-friendly” place where you feel comfortable and at home. Our goal is to create a sense of community among children, parents, and staff. When you come to pick up your child, feel free to stay a little while and talk with staff and other parents or stop in the office and see what’s going on.

**Call us if your child will be absent or late:** Please give us a call at 892-5700 by 9:00 AM if your child is going to be absent or late. This allows us to have an accurate lunch count and to assure that we have enough food without having a lot of waste. In general, it’s best for children to be here by 9:00, so they don’t miss out on classroom activities.

**Important Center Phone Numbers:** The center’s office hours are from 8:00 to 5:00 and our primary phone number is 892-5700. To reach classroom staff from 6:30 to 8:00 am and after 5:00 pm please call 892-5712.

**Pick up time and policy:** We want to remind everyone that the center closes at 5:30 PM each day for the full day students and 12:30 pm for the half day students. We don’t have a financial penalty for late pick-ups, but if a family is late very often, we will need to set up a corrective plan. Ongoing problems could result in dropping a family from the center. DHS is our contact for children who are here after 5:40 with no call or staff not being able to reach parents or contacts on emergency cards. So it is very important to be on time and to keep your emergency cards up to date. Thanks for your cooperation.

**Center Hours:** 6:30-5:30 M-F

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**Footwear Reminder:** We have signs up which say that children shouldn’t come to the center in sandals, flip-flops or slip-on footwear. Children can get hurt if their sandals become loose while running or climbing. Sandals can also get caught more easily in bike pedals, causing children to fall. We will send a friendly reminder note home when children come to the center in sandals.

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**LCCDC’s National Accreditation and Family Survey results:** LCCDC has been accredited by the National Association for the Education of Young Children (NAEYC) since 1990 and our current accreditation is valid through 2023.

NAEYC-Accredited programs demonstrate their quality by meeting 10 NAEYC Early Childhood Program Standards, which are based on the latest research on the education and development of young children.

Family Surveys are an important part of this process and LCCDC gets input from parents each year using the NAEYC survey form. Our 2018 Family Survey, which served as a center evaluation form, was completed by parents in May 2019. We will be conducting the family survey again this year during conferences in November and May with families enrolled during this school year.

I’d like to thank you in advance for filling these out and helping us to improve in any areas needed.
Help Us Restock our Clothing Closet
We have a limited supply of children's clothing at the center. Our clothing closet depends on donations and bargains from thrift outlets. If your children have outgrown their clothes, please consider making a donation of gently used clothing to our center. We use clothing here sizes 3-6. Also, if you have any borrowed center clothing, please launder and return them to the center. This will also help to restock our clothing supply. Please return any center undies that your child has been sent home in. Our supply is getting low.

Thank you for your cooperation.

To help you celebrate your child's birthday, *Cakes From The Heart* would like to bake a free cake or cupcakes for your child. All you need to do is to stop in the office to fill out a form. To assure that your child’s cake will arrive on time, you need to turn in the application form 8 days before needed. You will provide information about what type of cake and what design you would like on the cake. Cakes will be delivered to the center by 4:30 pm on the day requested. No cakes will be delivered to your house and no requests can be made for children with special diet such as a gluten free or sugar free cake.

Stop in and see Margene or Colette for a form.
Meet Our Teaching

Room 1

Kelly Schulte: Early Childhood Teacher/Team Leader. Kelly has a BS in Elementary Education with endorsements in Early Childhood Special Education, Reading and English/Language Arts. Kelly has been teaching at the center for 15 years.

Andria Davis: Assistant Teacher. Andria has her AA in Early Childhood Education and has been teaching at the center for 18 years.

Shawnee Blackhawk: Assistant Teacher. Shawnee has her CDA and has been assistant teaching at our center for 4 years.

Rose Mahnke: Child Care Worker. Rose has been employed by Linn County for 2 years and will be filling in during Andria Davis’s absence student teaching.

Room 2

Sherri Koch: Early Childhood Teacher. Sherri has her BA in Elementary Education with Endorsements in Early Childhood Education, Spanish and Reading. Sherri has taught at our center for 9 years.

Donna Bigley: Assistant Teacher. Donna has her CDA and has been teaching at our center for 20 years.

Jodie Hanson: Assistant Teacher. Jodie has a B.A. in General Studies and has been teaching at our center for 3 years.

Room 3

Alida Kolthoff: Early Childhood Teacher. Alida has her BA in Elementary Education and Early Childhood Education with a minor in Special Education. Alida has taught at our center for 6 years.

Nikki Atkins: Assistant Teacher. Nikki has her AA degree and has been teaching here at the center for 26 years.

LuAnn Case: Assistant Teacher. LuAnn has a 1 year Diploma in Early Childhood Education and has been teaching at our center for 3 years.

Room 4

Mary Belcher: Early Childhood Teacher. Mary has her BS in Elementary Education with endorsements in Early Childhood Education and Special Education and an AA in Sign Language and Interpreting. Mary has been teaching at the center for 11 years.

Sandy Waddell: Assistant Teacher. Sandy has her CDA and has been teaching at our center for 18 years.

Adriane McClintock: Assistant Teacher. Adriane has her AA in Early Childhood Education and has been teaching at our center for 14 years.
Office

Director
Gloria Witzberger

Program Supervisor
Colette Stocks

Clerk Typist
Margene Howard

Child Care Workers

Andrea Edwards

Kayla Acosta

Rose Mahnke

CACFP Food Service

Jessica Roach
Center Aide

Karen Goodwin
HACAP/Head Start
Family Support Worker

Facilities

Marty Ross

Anna Garcia

Perfecto Trejo