

Director Report  
August 2023

- August was a very busy month preparing for the school year. We hosted 21 new parent meetings. This is a time when we sit down with new families and discuss the mission of TCG and St. John's Lutheran Church. We collect paperwork and discuss policies and answer questions.
- This is the time the teachers prepare for their new children. Our infant and toddler departments begin transitions a couple weeks early by flip flopping teachers. This will help create a connection between the child and their new teacher prior to the children visiting their new classroom. This has helped with the change.
- The preschool, prekindergarten, and kindergarten classrooms participated in the transition days a week prior to the official move. The children spend some time in their new classroom and getting to know their new teachers. This is not easy task.
- Our staff meeting consisted of reviewing the schedule of special activities, such as, Christian education. Grace provided all the classrooms a schedule and discussed times when she would be visiting the classrooms. The rest of the meeting the teachers met with their specific teams to discuss classroom management and their individual responsibilities.
- Three interns from Messiah University will be visiting the center. Bev Goodling, a professor in HDFs, has reached out to the center to provide her students with a hands-on experience in an early education facility. We welcome the opportunity!
- Crissy and I have met with two integrators to discuss quotes about our security updates. We have discussed several of the components with Pastor Sarah. We are currently waiting on the second quote. A situational training is scheduled for October 9<sup>th</sup>. This 4-hour training will take place as part of our professional development day. Steven Heidel will be conducting the training.
- The tuition increase went into effective on August 28, 2023. We did not receive any negative response to the increase.
- We are currently looking into changing our parent communication APP. Our goal is to mainstream our communication more efficiently.
- We are currently interviewing for two positions in our program.

Respectfully submitted,

Tracy Baxter