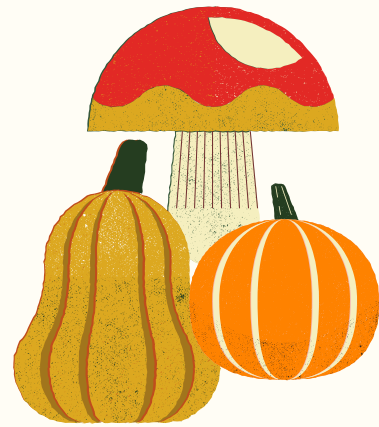


October Newsletter 2025



Director's Corner

CLASS Training

October 10th we will be having CLASS training for everyone. Please remember CLASS is for all job positions. You also get evaluated on your performance appraisal on how you communicate daily with children.

Columbus Day

Reminder that the agency is CLOSED on October 13th for Columbus Day.

Make sure you have signs on your doors so parents are aware and also have it posted in Learning Genie.

Timesheet Reminder

Submit timesheets to your supervisor by Friday end of day. Supervisors must approve by Friday end of day. This gives me time to work on them over the weekend and on Monday to get them to the accounting department on time.

- ✓ Comment required each day (not your title)
- ⊘ No comments on request leave or holidays

Managers

Physicals

Reminder emails were sent to staff with physicals expiring this school year.

Please be sure to schedule your medical appointment far enough in advance to have your physical form completed prior to the date noted in the emails.

Mandatory Training Reminder

Staff needing Child Abuse & Communicable Disease refreshers were registered on Sept 16.

Check your email from First Response for access

TECHNOLOGY

- Windows 11 is showing a pop up asking if you want to back up your computer. Please select "dismiss". If you have any technology questions/issues, please let Charlotte know.

Child Attendance

Did you know?

Children who are chronically absent do not receive the full benefits of a quality early childhood experience. Children from low-income families are more likely to be chronically absent in the early grades and less likely to have access to needed resources to make up for missed time in school. Establishing good early attendance habits supports children's learning and leads to success in school and in life. We have the opportunity to improve attendance rates and support children's future success! Research shows that missing 10% of the school year, or about 18 days, negatively affects a student's academic performance. That's just two days a month and considered a chronic absence.

Identify and Address Barriers

Ask open-ended questions:

Why is the child missing?

What challenges exist (transportation, health, housing)?

• Connect families to resources: Offer help with information on transportation, health care, mental health, housing, or food insecurity.

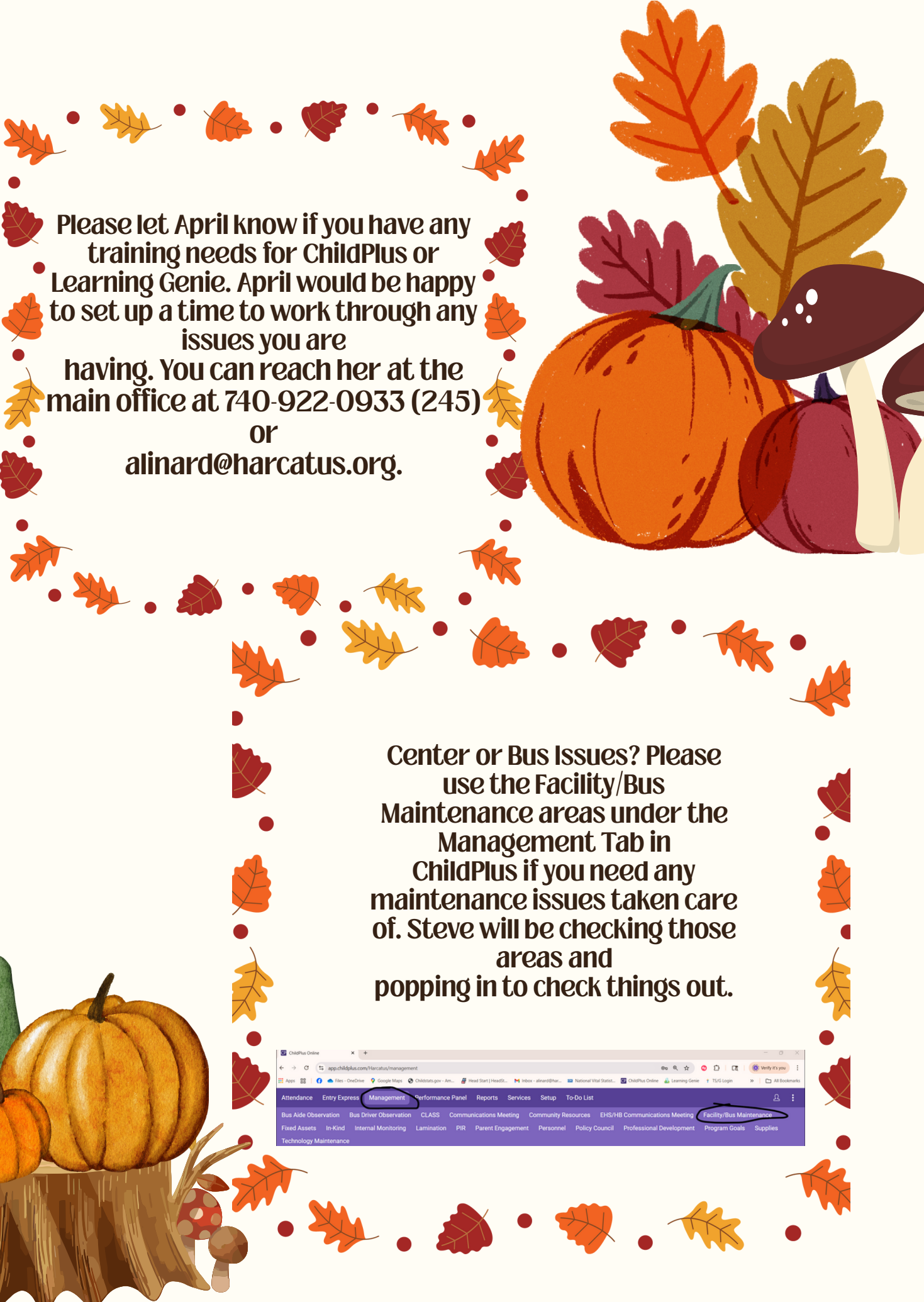


What you can do to encourage attendance:

Encouraging good child attendance is crucial because consistent attendance helps children develop routines, social skills, and early academic readiness. Here are some effective strategies to promote and support strong attendance:

Develop trust with families: Connect early and often. Build rapport through home visits, phone calls, and face-to-face interactions. Be nonjudgmental and supportive: Frame attendance issues as shared problems to solve, not as parental failure. Explain to families how regular attendance affects brain development, learning, and school readiness.





Please let April know if you have any training needs for ChildPlus or Learning Genie. April would be happy to set up a time to work through any issues you are having. You can reach her at the main office at 740-922-0933 (245) or alinard@harcatus.org.



Center or Bus Issues? Please use the Facility/Bus Maintenance areas under the Management Tab in ChildPlus if you need any maintenance issues taken care of. Steve will be checking those areas and popping in to check things out.

