Patty Jischke Early Care and Education Center Transition
Frequently Asked Questions for Center Management and Staff

Q: Why will the center’s operations team change?
A: After evaluating early childhood education providers, Purdue selected Children’s Creative Learning Center (CCLC) to care for your children based on the company’s deep history, high quality, and competitive wages and benefits for staff. We at CCLC are excited to be your new child care operator and grateful to have earned the opportunity to serve your families. With experience providing care at some of the nation’s top universities, a focus on high-quality teaching, curriculum and learning environments, and a commitment to families, we believe we’ll prove a terrific fit for Purdue. We look forward to learning more about the families and staff on the Purdue campus.

Q: Who is CCLC?
A: To learn more about us, please visit our website at www.cclc.com.

Q: When will this transition take place?
A: Bright Horizons, Purdue University and CCLC are working collectively to determine the best transition timeline to minimize disruption to staff, children and families. We will notify you of this date as soon as it has been determined.

Q: How will CCLC keep teachers informed of changes?
A: We will keep families informed through several means of communications:
• Meetings
• Newsletters (via email)
• Dedicated transition website http://www.cclc.com/our-centers/west-lafayette/in/081051
• Center transition e-mail address (PurdueKids@cclc.com)
• CCLC team members onsite at Purdue throughout the transition period (specific dates to be shared in newsletters and on the transition website)
• Purdue University Family Friendly website – www.purdue.edu/familyfriendly

Q: Will teachers and staff remain at the center?
A: Our goal is to make every effort to retain teachers and staff. Our teachers are an incredibly important part of our center community and we want to do what we can to maintain consistency at the center. We will meet one-on-one with teachers and staff during the remaining days in September 2015 to discuss their continued employment at the Patty Jischke Early Care and Education Center

Q: When will I receive benefit information?
A: You will receive a benefit overview during your individual meeting and upon receiving an offer letter from CCLC. Your benefits information and enrollment information will be mailed to your home address. You will be notified of your benefit start date once the transition time line has
been established. If you have insurance through Bright Horizons, you will need to discuss the end dates of your current insurance with them, or your benefits provider once that timeline has been shared with you.

Q: Will I retain my seniority?
A: Yes, you will retain your original date of hire. You will receive vacation and personal time yearly on your anniversary date. For example, if your hire date was 3/14/06 with Bright Horizons, your anniversary date will continue to be 3/14/06 with CCLC.

Q: How will staff schedules be determined? Will my schedule change?
A: During the first few weeks, we will keep current schedules. As we become more familiar with the center and staffing needs, we may make adjustments to schedules. CCLC bases schedules on the number currently enrolled children and the schedules that they follow in their attendance at the center.

Q: What does the support network for CCLC centers look like?
A: CCLC’s structure for center support includes our Regional Vice President- East (Angie Alvarez), Regional Director (Andrew Cohen), and a Client Services Manager (Jack Wallace) to act as a liaison for Purdue.

Q: Will the ratios and group sizes in each classroom change?
A: We will maintain the current ratios and group sizes, in accordance with guidelines set by state licensing and the National Association for the Education of Young Children (NAEYC).

Q: Will the center hours of operation change?
A: There will be no changes to the hours of operations and it will maintain the same hours.

Q: Will we have regular staff meetings?
A: We plan to have staff meetings monthly. Meetings will be held in small groups by age segment served as well as full center staff meetings. CCLC cultivates a collaborative work environment with many opportunities to share and communicate with fellow staff members and management.

Q: How will my hours worked each day be recorded?
A: CCLC will have a staff dedicated sign-in/out computer where you will record your hours. This computer is typically housed in a staff common area. The center staff will be paid on a bi-weekly basis, through direct deposit.

Q: What educational philosophy will CCLC follow in the center? Will there be change?
A: The curriculum will continue to be an emergent approach and philosophy.
- Early Foundations™ will be used as a framework and provided at the Center as a resource for teachers
- Teachers will be assessed around their readiness for utilizing their own experiences and skills in delivering a curriculum aligned to an emergent strategy. This assessment will be provided by KU’s Department of Education within one month following the transition.
• The addition of a Program Specialist role with expertise in orienting teachers and providing development around emergent strategy will enhance our success in meeting our educational outcomes.

Q: Will the center remain NAEYC accredited?
A: We will apply to have the NAEYC accreditation status transferred to CCLC, however it is likely that we will need to reapply once the transition is complete. Rest assured, this will be a priority for our team. Knowledge Universe currently has more accredited centers than any other child care provider and we are quite proud of that accomplishment.

Q: Will we have a uniform or dress code?
A: Yes, we will have a dress code which asks our staff to dress in a professional manner; however we will not require you to wear a uniform.

Q: Will I receive my staff file from Bright Horizons?
A: You will need to request from Bright Horizons any of your training certificates, performance reviews, etc. that you do not have copies of. CCLC is happy to provide you a template file request for you to provide. CCLC will then build a new staff file for you, containing the documents you have secured from Bright Horizons as well as new documents needed by CCLC to meet licensing and employment requirements.

Q: How can I help the children in my class with the transition?
A: It’s our goal to keep your classroom children’s day-to-day experience at the center as consistent as possible. We realize that change can be stressful and difficult for children. While we'll do everything we can to ensure a seamless transition at the center, we recommend that families and staff do their best to keep their daily routine at home and school consistent as well. We can all help children through this transition by answering their questions openly and honestly, and maintaining a calm attitude. We have developed curriculum enhancements to help support children with the transition and together, we look forward to helping your class find comfort in the people that will remain the same and excitement for new programs and faces joining our center community.

Q: Who should I contact regarding questions about the provider transition?
A: We plan to keep you well informed throughout the process. However, questions may arise that are specific to you or your employment. Please reach out to us, we are eager to connect and answer your questions. The best way to reach us is by email at PurdueKids@cclc.com. If you would like to speak to a member of our transition team please call 765-430-1333.