Dear ECDC-SMC Nature Detectives and Families,

Welcome to ECDC Saint Mary’s 2019 Summer Camp! It is going to be a fun and exciting summer! We look forward to meeting all of the children and their families on the first day of camp, Monday June 10th, 2019. If you have any questions or concerns before the start of camp, please call the ECDC-Saint Mary’s office at 284-4693.

Summer Project/Study:
“The Wonders of Animals” - This will be an interesting and exciting project for the Nature Detectives as we explore, discuss, and investigate animals. We plan to take field trips related to our project. We will spend most of the summer exploring the various classifications of animals including mammals, insects, birds, reptiles and amphibians. We will investigate the similarities and differences of these animals, focusing on their life cycles, habitats and physical characteristics. We also look forward to observing butterflies in our classroom!

Meet the Teachers:
This summer the Co-Lead Teachers for the Nature Detectives will be Mrs. Erica Okeley and Ms. Anne-Marie Schulz. Joining them is Associate Teacher, Mrs. Meg LaCarrubba and Assistant Teacher, Mrs. Ady Salazar. Mrs. Okeley has worked at ECDC for the past 12 years. She has two children of her own, a son who attends ECDC and a 9 year old daughter. Mrs. Okeley has a degree in Early Childhood Education. She works 8:00-1:30. Ms. Schulz joined ECDC in September, 2017. She graduated from the University of Evansville with a Bachelor’s Degree in Educational Studies and a minor in reading. She works 8:15-5:15. Mrs. LaCarrubba joined ECDC in October, 2017. She graduated from Hofstra University with a Bachelor’s Degree in Humanities. Mrs. Salazar began at ECDC in the summer of 2014. She is currently pursuing an Early Childhood Education Degree at Ivy Tech. Mrs. LaCarrubba and Mrs. Salazar are both at ECDC 8:30-5:30.

Open House and Items Needed:
We are looking forward to seeing you at the family Open House on Friday, June 7th, from 4:30-5:30 p.m. This is a great time for your child to come in and meet their teachers, tour the room, meet new friends and ask questions. It would be helpful to bring the following items with you to the open house or on the first day of camp:

- 1 close-up snapshot of your child for his/her locker
- 1 complete change of clothing
- 1 swimsuit, towel, and a pair of pool side shoes
- 1 adult size old shirt for a paint smock (optional)
- 1 crib-sized blanket and 1 small pillow (for children enrolled in the afternoons)
- 1 8 oz. bottle of washable school glue
- 1 box of crayons
- 1 box of washable markers
- 1 refillable water bottle
- 1 backpack (needed only for some of our longer field trips)
- 1 plain white t-shirt to be used for tie-dying/decorating

If you would like your child to wear sunscreen while outside, please bring in a bottle labeled with his/her name and give it to one of the teachers. Due to accreditation standards, the sunscreen must be a minimum SPF 15 and have UVA/UVB protection. Please apply sunscreen prior to or upon your child’s arrival at ECDC. We have a special container, which we keep in a locked cabinet to ensure that all of the sunscreen is together and out of the reach of children.

**Family Photos:**
We welcome all families to bring in a 4 x 6 family photo. We have a special place in the room to keep our family photos and many of the children enjoy being able to look at their family pictures throughout the day.

**Summer Special Activities:**
This summer the children will have many fun activities to experience. During ECDC-SMC summer camp, we will be very busy in our classroom, on the playground, and in our meadow enjoying gymnastics, creative dramatics, picnic snacks, storytellers, music, gardening and so much more! It is going to be a great summer! Special activities are evenly divided, as best they can be, across the various part time enrollment schedules. Children enrolled full time participate in all of the special activities. Children enrolled with part time schedules participate in a selection of special activities (e.g., TTH mornings or afternoons have approx. 1/5th of the special activities, MWF mornings or afternoons have approx. 3/10’s of the special activities, MWF all day schedules have approx. 3/5’s of the activities and TTH all day schedules have approx. 2/5’s of the activities). When unexpected changes occur, you will receive notification via email. Whenever possible a cancelled special activity will be rescheduled.

State licensing requires parents to sign permission in advance for each off-site field trip. Please be watchful throughout the summer for new field trip permission forms in a binder near the sign in and out sheets.

**Electronic Calendars of Special Events and Field Trips**
We are pleased to share that this summer ECDC families will be able to access their child's calendar of special events/field trips via the ECDC website. Calendars are located in the “Classroom Resources” section of our classroom’s page on the website. Activities are scheduled in two week increments. When the next two weeks of special activities has been finalized, we let families know in the daily communication.

**Celebrating Birthdays at ECDC/Special Treats for the Children**
Birthdays are a special time in a child’s life and we know how much they look forward to celebrating this time with their friends. The children and teachers at ECDC enjoy being part of this celebration. ECDC has a special list of items for families to select from for special birthday snacks. Rather than sending cake or cupcakes to ECDC, if you want to bring in a snack to share, please select an item from the list we provide. Please see your child’s teacher for the list of approved special snacks or visit the food program page under the summer camp heading of our website. Selecting items from this list for special snacks is very helpful to our children with food allergies. Please remember that ECDC is a nut-free building and we ask that no nuts or nut products are brought into the building. All processed food items must also be commercially prepared and sealed (this is a state requirement). This doesn’t apply to fruits and vegetables. If you have any questions please speak with one of the lead teachers or a Program Director. Thank you!
Important 2019 Summer Information:

1) Summer Program Dates - ECDC Summer Camp begins on June 10th and ends on August 9th. ECDC-SMC is open from 7:00 a.m. until 5:30 p.m., with breakfast served 7:30 a.m.–8:15 a.m. A late fee is charged when children are picked up after ECDC-SMC closes.

2) Summer Camp Family Open House is on Fri. June 7th from 4:30 – 5:30 p.m.

3) End of the Summer Family Picnic Lunch & Fun Fair: Friday, August 9 from noon until 1:15 p.m. All summer families are invited to attend! Please bring a picnic blanket and lunch. ECDC will provide the beverages, dessert and fun!

4) August 12-16, 2019 - An optional 1 week extended summer program (ESU) at ECDC-ND is available to all ECDC-SMC and ECDC-ND summer children. The ESU hours are 7:30 a.m. until 5:30 p.m. Registration for this one optional week, August 12-16, is required and is on a first come first served basis; it is due before July 1st. Please check with the ECDC office staff for an optional extended summer program registration form. Once registration is submitted, withdrawal from ESU is only available through July 1st. We will provide ESU enrollment confirmation to families mid-summer. ECDC is closed the week of August 19-23, 2019 for Teacher and Staff Meetings and Professional Development.

5) Summer T-Shirts - All children will receive an ECDC Summer T-shirt at the Open House or the first week of the summer program. Please check your child’s locker for the t-shirt. T-shirts were ordered based on the size parents indicated on the summer registration form.

6) ECDC is observing the Independence Day holiday on Thursday, July 4th. ECDC will be closed on Thursday, July 4th. Parents do not pay tuition for this day.

7) ECDC-SMC office number is 284-4693. You can reach Kari Alford, the ECDC-SMC Program Director, by calling the ECDC-SMC office or at kalford@saintmarys.edu. Terri Kosik, the ECDC Executive Director, can be reached at tkosik@saintmarys.edu or 631-3344.

8) Absences - Please inform the ECDC office of all absences due to illness or R&R/Vacations. ECDC is required to keep track of this information per licensing regulations.

9) Tuition – Families will receive the full 2019 Summer Tuition invoice near the end of May. Families may pay their summer tuition in one of the following ways:
   - **1 payment** – Remit the full summer tuition amount on the 1st day of the SU program (June 10th).
   - **2 payments** – Divide the total tuition amount in half remitting one half by the 1st day of the SU program (June 10th) and the second half by July 8th.
   - **4 payments** – Divide the total tuition amount into 4 equal amounts remitting as follows: June 10th, June 24th, July 8th & July 22nd.
   - **9 weekly payments** – Divide the total tuition amount into 9 equal payments remitting as follows: June 10th, 17th, 24th, July 1st, 8th, 15th, 22nd, 29th, and Aug 5th.
   Should you have questions regarding summer tuition or tuition payments, please call 631-3344.

10) Menus - The ECDC summer lunch and snack menus are available on the [ECDC website](http://www.ecdc.org).

11) School Emergency Communication - ECDC uses REMIND to communicate school emergency information to families via text. Should ECDC close due to an emergency (weather or facility emergency), we will inform families using REMIND. Emergency closure information is also emailed to families and posted on WNDU TV & radio and the ECDC Facebook page.
In order to sign up for **ECDC-SMC** text notifications, all you need to do is text the phone number 81010 and in the text portion type in @ecdcsmc.

After doing this, you will receive a message asking for your name. Please reply with your name. It may then ask if you are a teacher, parent, or student if you haven't used REMIND before. Please respond P for parent. At that point you should be all set to start receiving text messages from ECDC (Terri Kosik) using REMIND.

We look forward to a wonderful summer!

Sincerely,

Mrs. Erica Okeley  
Ms. Anne-Marie Schulz  
Mrs. Meg LaCarrubba  
Mrs. Ady Salazar