



Butterfly Garden Learning Center, Inc.
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September 2025

Dear Parents,

Thank you for choosing Butterfly Garden Learning Center! School will begin the week of September 2nd. BGLC will be utilizing the Brightwheel app where we can share photos, events of the day as well as billing information. Information will be sent to all parents.

Monthly Tuition for 2025-2026 Attendance

3's 2-Day Program: \$185
3's 3-Day Program: \$265
4's 3-Day Program: \$275
4's 4-Day Program: \$355
4's 5-Day Program: \$425

Please remember that full tuition is due even when your child misses school due to illness and also for closings or holidays during the year (as stated in the handbook and the school calendar.) **All tuition will be due on the 1st of the prior month per the signed Tuition Agreement submitted at the time of registration.** Tuition will be paid August -April for the 9-month school year using the Brightwheel app. Tuition is due on time, otherwise a \$10 late fee will be charged the following week with no exceptions. The Brightwheel app requires all tuition payments to be made on the first of each month.

Medical Forms

Your child's medical form needs to be in our files as required by the state. The medical is good for two years and within 6 months of your child's initial starting school date. TB, Chicken pox immunization and the lead screening results are required. Please make sure the medical form is complete! If your physician feels that TB and lead are not necessary, please make sure this is stated on a doctor's script or on the medical form with their signature. **Additionally, the health history portion on page 2 must be completed by parents along with signature.** All families with outstanding medicals on file will be sent a notification. Thank you in advance for assisting us in keeping our files current.

If not yet submitted, please upload this information in Brightwheel prior to August 1st.



School Supplies

BGLC will be purchasing all major school supplies for the students. We appreciate the following donations based on your child's programming. Thanks in advance for your generosity!

3's Students: 1 Lysol Disinfecting Wipes

4's Students: 2 rolls of paper towels

Backpack Required

Please purchase a backpack (large enough to fit school papers/projects) for your child to collect all belongings at the end of each day.

The following items should remain in your child's backpack at all times:

- A change of clothes (socks, underwear, shirt and pants/shorts)

Get Acquainted Day (GAD)

On Tuesday, August 26th, we will have a Get Acquainted Day for our 3's preschool programs and on Wednesday, August 27th, we will have our 4/5's GAD. This modified special day has been planned to get the children and parents acquainted with the classroom teacher and tour of the classroom that will last approximately 50 minutes. The directors and teachers will be answering questions and providing information for the start of the school year. Our first fundraiser of BGLC t-shirt sales will take place as well.

3's GAD Schedule on 8/26:

9:00-9:50 – Mrs. Kathy's Class
9:30-10:20 – Mrs. Colleen's Class
10:30-11:20 – Mrs. Erin's AM Class
11:15-12:05 – Mrs. Sarah's AM Class
12:00-12:50 – Mrs. Erin's PM Class
12:30-1:20 – Mrs. Julie's AM Class
1:45-2:35 – Mrs. Julie's PM Class

4/5's GAD Schedule on 8/27:

9:00-9:50 – Mrs. Colleen's Class
9:30-10:20 – Mrs. Jill's Class
10:30-11:20 – Mrs. Julie's AM Class
11:00-11:50 – Mrs. Kathy's Class
11:45-12:35 – Mrs. Julie/Elizabeth's Class
12:15-1:05 – Mrs. Sarah's Class
1:30-2:20 – Mrs. Kerri's Class
2:00-2:50 – Mrs. Amy's Class

Color Days

Tuesday and Thursday will be color day for the first nine weeks of school (depending on the day your child attends). Please help your child to choose something (or everything) to wear of the designated color on that day.

Sept. 2nd and 4th - red

Sept. 9th and 11th - blue

Sept. 16th and 18th - yellow

Sept. 23rd and 25th - green



Snacks

Snacks are listed on a monthly calendar that is posted on our parent board and our website. We will put a note in your child's cubby to remind you when it is your snack turn, listing the snacks and amount needed. Your child will be assigned snack 3-4 times throughout the year.

Toilet Training

DCFS and school policy are that all children must be toilet trained by the first day of school. Pull-ups are not allowed. Thank you for your cooperation.

Child Release Policy

With the Brightwheel app, all families will designate who may pick up their child by adding them prior to a pick up day. More information will be provided at GAD. In addition, a welcome video will be sent to all families with more specifics on adding Brightwheel members.

Arrival and Departure Procedures

During morning drop-off, parents/staff will assist with the following:

- Students will wait in line at their assigned classroom door.
- When the child enters the building, they will:
 1. use hand sanitizer
 2. be escorted to their class area to hang their backpack, wash hands, and begin their session.
- At the end of the class session, students will be escorted out of the building to be released to their designated adult once checked out on Brightwheel by their designated pick-up adult.

Newsletters

We will keep in touch through a monthly newsletter and calendar via Brightwheel. In the newsletter we will include important happenings for our school and your children. Also, the weekly unit topics will be listed. We will 'follow-through' with the unit topic in our discussions, crafts, daily storybooks, and in any other way (snacks, science, displays) that is apropos. As you notice the weekly topic, feel free to have your child wear clothing that would add to our enrichment (i.e. train t-shirt during transportation week, princess shirt during Disney week, etc). We welcome your help and involvement! You may also view our monthly newsletters as well as other pertinent information on our website. A copy of the newsletter will also be posted on the parent board in the foyer.

Start of School

Finally, a word about the first week or so of school... some children, especially the younger ones, will have a hard time separating from mom or dad. The best way to handle this is to say goodbye to your child, give a big hug and tell your child that you will be back soon. Then give your child to the teacher and leave. We will handle the tears and we assure you that they will not last long! The first week is the toughest!



We have some tips to help parents maximize growth and minimize doubts for the first week of school.

Be Ready. The first day process involves a few steps. Students will wait outside until their teacher opens the door. Let children walk in on their own two feet. Think of the message you will send instead of carrying them into the school! Carrying them both symbolically and literally hinders them from taking these steps on their own. Say your goodbye at the door. Keep going even if they call you back or you hear them crying. The staff will now assume the role of consoling them in their new world. Your strength and love will help shorten their tears for the next time and allow them to bond with the staff. This skill will be important as they face bus drivers, teachers, and new situations in the future.

Be Honest. Tell your child what you will be doing while they are at school. Do not tell them you are waiting in the parking lot. This causes lingering separation anxiety and can cause safety concerns if your child attempts to look for you by windows or doors.

Be Strong. Transfer your trust of the school and the teacher to your child. They will have fun. They will make new friends. They will learn and grow. Make those points your focus. Most parents express emotion over leaving their children for the first time, for seeing the start of a new chapter, or for sadness over time they lose while their child is at school. These reasons revolve around us, as parents. But children don't understand those complexities. They will sense your tears and think they are being placed in a troublesome situation. Your strength will be their strength. One veteran mom feared her child would misinterpret the emotions in her face that first day. She chose to wear her sunglasses at drop off and keep a smiling face even if her eyes were sad. What a great gift to her child!

Be Brief. Set a goodbye routine that is positive and short. An example would be to say, "Have a blast today! See you in a bit," followed by a hug and kiss. Things to avoid include staying next to the child after your goodbye, asking them if they are okay repeatedly, asking their permission to leave, coming back into the school once you have left, staying by the entrance, peering through windows and doors, extending hugs and kisses for many minutes, and holding on to your child when the teacher is trying to guide them in. There are cases where a teacher may have to pry a child from their caretaker. Treat it like a band-aid. The sooner we can get through that moment, the sooner they will be on their way to a fun day. We know you love your children and do not want their separation to linger.

As directors, our experience tells us what is best for the transition to our program. Be ready, honest, strong and brief. We thank you for your trust in our experience, both personally and professionally. We all want what is best for your children. It begins with faith and trust from the parents in helping the students soar. So, take a deep breath before that first day and tell yourself, "I GOT THIS" and your children will too.

Educationally yours-
Stacey Mladic & Dana Ruane, Directors

2025-2026 School Year

September 2025

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

October 2025

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November 2025

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

December 2025

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31	1	2

January 2026

S	M	T	W	T	F	S
		29	30	31	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February 2026

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

March 2026

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

April 2026

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

May 2026

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						
31						

	Non-Attendance Day
	Special Event

DATE	DESCRIPTION
8/26	Get Acquainted Day 3's
8/27	Get Acquainted Day 4 & 5's
9/1	Labor Day - No School
9/2-9/3	First Days (depending on student scheduled class)
9/15-9/26	Student Evaluations
10/13	Columbus Day - No School
10/28	Halloween Party
10/31	Halloween Party
11/21	Thanksgiving Celebration
11/25	Thanksgiving Celebration
11/26	4/5's PT Conferences - No School
11/27-11/28	Thanksgiving - No School
12/16	Winter Party
12/18	Winter Party
12/19-1/2	Winter Break - No School
1/5-1/7	School Resumes (depending on student scheduled class)
1/19	MLK - No School
1/12-1/30	Student Evaluations
1/30	Teacher Institute - No School
2/10	Valentine Party
2/13	Valentine Party
2/16	President's Day - No School
2/17	3's PT Conferences - No School
3/30-4/6	Spring Break - No School
5/5	3's Mother's Day Garden Party
5/1-5/15	Student Evaluations
5/19	Last Day & Report Cards (depending on student scheduled class)
5/20	Last Day & Report Cards (depending on student scheduled class)
5/21	4/5's Graduation
5/22	Teacher Institute - No School