



A Solid Foundation Learning Center

Helping Families to Build a Solid Foundation Since 2004...

I want to welcome you to the ASF family. I like to think of ourselves in this facility as extended family, and I hope that you will soon grow to feel just as we do. We take pride in building strong personal relationships with the children in our care and with our parents and extended family. We have been open at our current location since 2015, and we have done three expansions to continue to serve our families. My learning center started as a home daycare 17 years ago, and when I moved to this new location, the one thing I promised was that I would not lose sight of the feeling of family.

In addition to the Teachers, Assistant Teachers, Youth Counselors, and support staff, A Solid Foundation has a strong administrative team of seven. My name is **Jennifer Sroka "Jen"** and I am the founder here at A Solid Foundation. I hold two Bachelor's Degrees, one in Spanish and another in Sociology. In 2011 I obtained my Masters's Degree in Early Childhood Education, and I am currently in the final research phase of obtaining my Doctoral degree in Early Childhood Education. This business is not just my business but is my passion as well. While I enjoy the children in our care daily, I also strive to help families be the best parents that they can be for their children and am happy to offer assistance to all families as I am able. Alongside me is my husband, **Vince Sroka**. Vince holds a bachelor's degree and focused on physical education in his undergraduate studies. In addition, Vince has been a youth and high school wrestling coach here in our community for over ten years so he may seem familiar to some! In addition to Vince and myself as owners, we have five other administrative staff members here to ensure that our daily operations and the well-being of your family are cared for.

Lupe Aguirre joined ASF in 2019 when her family was stationed at Great Lakes as her husband is active duty military. Lupe graduated with her Bachelor's Degree in Early Childhood Education in December of 2021. She is currently working remotely from her new location in California as her husband was called on orders. She works directly with our technology and social media/marketing relations.

Marilyn Harrison has been A Solid Foundation since 2019 and began as a daycare parent, as she has a child who attends the center. Marilyn quickly joined our team and is now in the final semester of her studies at National Louis University. She is completing her Bachelor's Degree in Early Childhood with her 04 Illinois Teaching License.

Jillian Hadle has returned to A Solid Foundation, where she began in 2018. She is a mother herself and joins us with a Bachelor's degree in early childhood and her 04 Illinois teaching license. If you think she looks familiar to you, she did work in the Woodland school district, and we are so happy she's returned to join us as a Director.

Dallas Waters joined our staff in April of 2021 and began as a teacher. She found herself in Illinois as her husband is active duty military and is stationed at Great

Lakes. She has two children who attend The Kids Next Door youth center, and an infant in our purple room. Dallas completed her associates in early childhood in 2022.

Kelly McLaughlin is our Director of Operations and joined us in 2021, and is our acting HR liaison. She also assists with staff engagement and morale. While Kelly was new to us in 2021, she is not new to the ASF family. Her daughters attended ASF as a home daycare over ten years ago and work as part of the ASF family. Kelly has joined us bringing more than 25 years of corporate experience with her to help strengthen and grow the professionalism within our family.

I believe that communication is the most essential factor in quality relationships. I believe that quality relationships are what we all deserve in life, from all those we encounter. So please remember that we want to communicate with you, and we also want you to communicate with us. To make this process easier for your busy family, we have a parent communication app. We are currently using HiMama as our parent communication app. It is free to you and your family and is how you can see just how amazing your child's day was. You can see what is on our menu; you can see your child's activities for the day, and even message teachers! We also use this app to communicate with you. My center holds over 100 children, so you can imagine the time commitment to entering every child's personal needs into the computer. Please understand we utilize this app to let you know when your child needs supplies such as diapers or clothing, and we use this app to let you know if your child had any special moments throughout the day. I understand that you are busy when you get home at the end of the night, but I ask that you please try to check in once you find downtime at night to check for any important communication that we have sent.

In addition to Hi mama we also have a CLOSED PRIVATE family Facebook group. While this is not necessarily a tool that we use daily for communication, we share reminders, post-field trip picture albums and help connect families through this opportunity. You will find an invite sheet attached so you can request to join the group at any time. In addition to this electronic communication, you will receive weekly written slips of any supplies your child needs and a monthly newsletter directly from your child's classroom teachers. So again, please understand the time that this takes us in addition to providing quality care to your family, and please return the courtesy by simply communicating with us. Himama is also where you will make your tuition payments. You can pay right on your app or by signing in online. Any invoicing questions can be directed to Vince, as he does invoicing for our center. If you need to make a payment in person, you simply need to ask for a director to assist you!

We are a licensed facility through the Department of Children and Family Services. Because we are licensed, we have specific requirements that must be followed, and particular documents are required to be on file for your child. If we are missing items for your child, then we are functioning out of compliance with licensing, and we would never want to risk your child's care or the care of other families simply because we are missing paperwork. So please understand the importance of the paperwork we request and understand that some items are required upon enrollment, and no child missing certain items after 30 days will be allowed to remain in care. We have attached a handy checklist for you, and we will happily go through your child's file and communicate any missing items to you immediately upon enrollment.

If you have any questions regarding the program at any point, feel free to reach out!
Below are important numbers that you should have:

ASF Learning Center Cell Phone - Used for daily pick-up procedures, reporting any attendance needs, or contacting a director on site. 224-306-4945

Myself (Jennifer Sroka - owner) - This is my personal number, so please respect that I have a family of my own. However, if you should have concerns that you feel need to be reported directly to me, please do not hesitate to do so. 847-366-2585

Vince Sroka (Co-Owner) - Vince is who you will need to communicate with regarding any billing or invoicing concerns or arrangements you need to make. Again, this is his personal number, so please respect that with your expectations. 847-812-5478

Here at A Solid Foundation, we believe that kids need to get back to just being kids! We believe that they should play and have fun. They should laugh and giggle and create memories that will last a lifetime! We are excited for the opportunity to create lifelong memories with you and your children and are excited to have you a part of ASF.

Welcome to our Family!