



The Learning Tree  
Come grow with us.

[learningtreechildcare.com](http://learningtreechildcare.com)

# WELCOME

The Learning Tree was founded by Carol Gatewood in 1982.  
We now have 5 Locations, more than 120 employees,  
and teach over 600 children enrolled each year.



Though we've grown, the 1-1 attention and our family-like feel is as prevalent today as it was with Carol's first school.

Carol is actively involved in quality assurance and improvements with our entire team of employees. She has a passion for mentoring people to their fullest potential.

Carol first opened The Learning Tree to provide her own children with a quality and healthy early childhood experience while she was a busy, working mom. Her grandchildren have also attended The Learning Tree.

Her love for her family feeds our culture and inspires the staff to assure each child, parent and teacher is treated like a family member here!

Carol continues to mentor both Regional Directors, Karen Ballard and Andrea Majewski, as they both lead and manage the daily operations and quality at all locations.

Today, The Learning Tree has expanded to five centers: three in Livonia, one in Howell, and one in South Lyon.

# OUR CORE VALUES ARE AT THE HEART OF WHAT WE DO



Growing  
*Lifelong Learners*

We believe that Highscope Curriculum teaches children the foundation to be successful in their early learning years. Developing a love for learning is our goal!



Teaching a  
*Green Lifestyle*

We do all things the most natural way possible, which means no harsh chemicals, no materials that are harmful to the environment, and teaching our children to leave a positive impact on the earth.



Putting  
*Families First*

As a family-owned company, we understand how important it is to feel a part of your little one's life and have a say over things—even when you are busy at work. That is why we will always do our best to make sure your needs are met!



Creating a  
*Safe Environment*

We partner with a national security company, SEC, to assure all safety policies and procedures are in place. Nothing is more important than the safety of your child.



Serving a fresh,  
*Organic Menu*

You will find only the freshest, healthiest homemade foods being served to your child in our centers!



Investing in our  
*Teacher's Future*

We are invested in making sure our teachers have room to grow with our Career Ladder Program and have several opportunities for teachers to learn and grow. We are passionate about providing a positive work environment for our employees.

*It is our mission that every child, employee, and parent has the best experience with us.*

# OUTSTANDING CLEANING PROCEDURES

WE IMPLEMENT TOP OF THE LINE CLEANING PROCEDURES TO KEEP CHILDREN, FAMILIES AND EMPLOYEES SAFE IN OUR BUILDINGS. WE PARTNER WITH THREE AMAZING COMPANIES TO HELP US KEEP EVERYONE SAFE.



# WHY PARENTS LOVE US

## CONTINUOUSLY UPDATING CLASSROOMS

We are always working hard to make sure we have up-to-date materials in all our classrooms. From furniture to art supplies and toys, we are constantly bringing in new materials for all of the classrooms.

## A FRESH, ORGANIC MENU

We have full-time chefs on-site preparing homemade meals and snacks with fresh, seasonal ingredients. We put a lot of thought into our menus so that children learn to love real, pure foods. Busy parents are at ease knowing their child is eating only the healthiest foods while in our care.

## HIGHLY TRAINED, CARING EDUCATORS

HighScope Curriculum is research-based and focuses on active learning and teachers scaffolding childrens' thoughts and ideas. We teach skills to develop problem-solving and conflict resolution in a loving child care environment.

## GO GREEN WITH AN ECO-FRIENDLY FACILITY!

We are passionate about being green! From little to no plastics inside our daycare classrooms, cloth napkins and real dishes, a full garden, green cleaning products (Terafore), ZONO sanitization systems, and Young Living essential oil diffusers, our list of eco-friendly features and benefits goes on and on.

## YOU GET INTERACTIVE DAILY PARENT REPORTS

We provide you real-time updates on your child's day. Parents can receive reports via a mobile app or by email. The best part of the app is you'll get at least one photo of your child every day, so you can see what your child is learning.

Your child's mind  
will blossom with  
teachers who  
encourage  
problem-solving  
and thinking  
beyond a typical  
child care  
curriculum.

# MEET THE REGIONAL TEAM

**ANDREA MAJEWSKI**

REGIONAL DIRECTOR



**KAREN BALLARD**

REGIONAL DIRECTOR

**KIM AVENDT**

ENROLLMENT SPECIALIST



**ERIN BLATCHFORD**

MARKETING DIRECTOR

**AMBER SIDENER**

CURRICULUM DIRECTOR



**RANDI FONS**

CURRICULUM DIRECTOR

**VALERIE SABO**

PAYABLES MANAGER



**IAN JAMIESON**

LEAD CHEF

**ALEXIS MCNETT**

DIRECTOR OF TEACHER  
DEVELOPMENT



**JASON VERBISON**

FACILITY MANAGER

# OUR PROGRAMS

## INFANTS

### 6 WEEKS TO 12 MONTHS

We believe in a practical, hands-on approach to caring for your baby while letting them explore and develop to their true potential. That's why you will NEVER see exersaucers, bouncy seats, or swings inside our classrooms!

### THEIR EDUCATION BEGINS NOW

In the Highscope Education Approach, infants learn through discovery with their teachers - this is called active participatory learning. During active learning, teachers encourage infants and toddlers to discover the world around them by exploring and playing. Development and learning are secured by trusting relationships with teachers, who are close at hand to support children as they play.

When your baby explores, she is learning and developing her brain. When your baby needs comfort, we will be there to soothe him and make him smile.



## FOR YOUR ULTIMATE PEACE OF MIND, THE PARENT APP KEEPS YOU UP-TO-DATE

Receive real-time photos and notifications of naps, diaper changes, bottles, and feedings.

### YOU CAN COMFORTABLY EXPECT:

#### - WARM BOTTLES & SNUGGLES

Bottles are warmed in Kozii-Kinde warmers and our teachers complete additional safety checks before feeding a bottle. Every infant is held while feeding a bottle. This is a special bonding time between the teacher and baby!

#### - "SAFE SLEEP" NAPS

We follow our Safe Sleep Policy and infants are always placed to sleep on their backs with no items in their crib.

#### - DIAPER CHANGES - OFTEN!

Diapers are changed as needed, never exceeding two hours in-between changes. Parents provide diapers while we provide the wipes.

#### - A CLEAN, SHOE-FREE ZONE

Our infant space is a no-shoes room. As babies learn to crawl, get belly time, and explore their environment, we want to keep the environment clean and safe.



# TODDLER CHILD CARE

## 12 MONTHS TO 2.5 YEARS

Our Toddler Program is for children 12 months to 2 ½ years old. As Toddlers turn 2 ½ they enter our Preschool 2s and 3s classroom. Here is where they focus on Preschool readiness and have more structure in their day.

### OUR TYPICAL DAILY ROUTINE INCLUDES:

- Breakfast
- Message Board
- Large Group Time
- Small Group Time
- Planning Time
- Work Time
- Recall Time
- Outside Time
- Lunch
- Rest Time
- Afternoon Snack
- Outside
- Afternoon activities



We use every opportunity to teach your toddler all the skills they need, including having family-style meals, potty training, and learning to express themselves.





## **ROUTINES THAT HELP SUPPORT ALL AREAS OF DEVELOPMENT**

Children follow a consistent yet flexible routine throughout their day. This allows them the comfort and awareness of what will be taking place in the classroom, yet also accommodates their interests and needs.

## **ULTRA RESPONSIVE CARE THAT ENCOURAGES COMMUNICATION**

We are mindful of how significant social development is at this age. We represent this importance through our face-to-face communication, open-ended questions, and social interaction we steadily encourage.

## **A HEALTHY, ORGANIC MENU**

All of our children are served an all-organic, and healthy menu. They are given two meals and three snacks that are nutritious and home-cooked. Our toddlers engage in family-style meals where they choose their own bowl/spoon, serve themselves, and are encouraged to interact with those around them.

## **DAILY REPORTS AND PHOTOS THAT GIVE YOU PEACE OF MIND**

The app is a reliable resource that we use for consistent communication with our families. This app allows teachers to enter in information such as what the child has eaten, how long they napped, and even pictures of them participating in the different parts of the day.

## **WE HELP WITH POTTY TRAINING!**

## **THE HIGHSOPE CURRICULUM FOR FUTURE SCHOOL SUCCESS**

Our HighScope Curriculum is implemented in our toddler and transitional preschool classrooms. Our teachers complete a full week orientation training, monthly continuous HighScope trainings, and receive on-the-spot support and feedback from a Curriculum Director once a week. As toddlers enter transitional preschool, they are exposed to more structure in their daily schedule. Active learning is always a pillar of our approach.

# Preschool 2s and 3s

## 2.5 YEARS TO POTTY TRAINED

Our Preschool Program is for children 2 ½ years old to potty trained. As toddlers turn 2 ½ they enter our preschool 2s and 3s classroom. Here is where they focus on preschool readiness and have more structure in their day.

## PHEW! YOU'LL GET HELP WITH POTTY TRAINING NOW

While potty training is encouraged and possibly started in the toddler program, it is heavily focused on in transitional preschool.

## DAILY REPORTS AND PHOTOS GIVE PARENTS PEACE OF MIND

The app is a reliable resource that we use for consistent communication with our families. This app allows teachers to enter in information such as what the child has eaten, how long they napped, and even pictures of them participating in the different parts of the day.

## ROUTINES TO SUPPORT THEIR DEVELOPMENT AT THIS AGE

Children follow a consistent, yet flexible routine throughout their day. This allows them the comfort and awareness of what will be taking place in the classroom, yet also accommodates their interests and needs.

Encourage independence, exploration, and set the basis for Learning.



# PRESCHOOL 3s and 4s

## POTTY TRAINED 3 TO 4 YEARS

Our Preschool classroom is designed for children who are potty trained and 3 to 4 years old. Preschool has a structured daily routine with more focus on emergent writing and phonics.

## EXPECT TOP-QUALITY EDUCATION

HighScope Preschool Curriculum is implemented in all our Preschool Classrooms. Our teachers complete a full week orientation training, monthly continuous Highscope trainings and receive on the spot support and feedback from a Curriculum Director once a week.

## WELL-STRUCTURED DAYS HELP WITH YOUR HOME LIFE TOO

Classes are well structured, and children are involved in keeping the classroom organized and tidy. This helps preschoolers understand the value of contribution - something that can extend to their behavior at home.

## HEALTHY FAMILY-STYLE MEALS TOGETHER TEACH LIFE SKILLS

All of our children are served an all-organic, and healthy menu. They are given two meals and three snacks that are nutritious and home-cooked. Our toddlers engage in family-style meals where they choose their own bowl/spoon, serve themselves, and are encouraged to interact with those around them.

## LOTS OF ONE-ON-ONE PERSONALIZED ATTENTION

We balance each class with small group time and entire-class participation. This allows us to cater each activity and provide one-on-one attention to your child.

## THEY'LL LEARN TO WRITE (YES, BY HAND!)

Preschoolers stimulate their fine motor development as they begin learning the process of writing through various activities.



Quality education using the award-winning Highscope Curriculum in our green, eco-friendly organic environment.



## **MATH SKILLS STARTS NOW!**

Math is an essential aspect in many parts of each preschooler's day. You can find math in our art area, toy area, and book section of the classroom! Counting, sorting, classifying, and identifying are all math skills that are experienced and progressed during preschool.

## **THE ZOOPHONICS PROGRAM SPELLS READING SUCCESS**

We implement the Zoophonics program at all ages in order to encourage reading and writing. Zoophonics is a Highscope Program that encourages reading beginning with the most important word to each child: their name!

## **HEALTHY ORGANIC FOOD - ALWAYS!**

All of our children are served an all-organic, and healthy menu. Their two meals and three snacks are home-cooked daily. We engage in family-style meals meaning that children are encouraged to completely serve themselves. This includes tasks such as choosing their dish, spooning their own food, and pouring their own milk. During this time, all developmental areas are stimulated as the preschoolers learn, communicate, and engage with those around them while they are enjoying their nutritious meal.



## **DAILY DIGITAL REPORTS TO GIVE PARENTS PEACE OF MIND**

The app is a reliable resource that we use for consistent communication with our families. This app allows teachers to enter in information such as what the child has eaten, how long they napped, and even pictures of them participating in the different parts of the day.

Guaranteed to  
prepare your  
child for  
kindergarten  
(and Life Long)  
school success.

## PRE-K

### 4 YEARS

Our Pre-K classroom is designed for children who are 4 years old. Pre-K has a structured daily routine with more focus on emergent writing and phonics.

The routine is set day-to-day, with a consistent schedule that allows children to recognize and be aware of what events are going to take place. Each part of the day is signified by our curriculum and includes a variety of choices for children to choose from based on their interests and teachers' scaffolding on various learning areas. Teachers use an assessment tool to track developmental areas to set goals and prepare for Kindergarten.

### THE ZOOPHONICS BUILDS READING AND WRITING SKILLS

Our Zoophonics program encourages reading and writing in all kids this age. Zoophonics is a Highscope Program that encourages reading beginning with the most important word to each child: their name!

### WE TRACK AND REPORT PROGRESS

Yes, this is when we start with the parent-teacher conferences! We use the app as the assessment tool to track child's progress. This assessment tool and results are discussed at parent-teacher conferences twice a year. While teachers and parents get the opportunity to meet twice per school year, these anecdotal notes and goals are shared often with open communication.



## SMALL GROUP SIZES AND INDEPENDENT LEARNING

Group times are an essential part of our daily schedule. During small group time, each child participates in an activity that allows them to have their own materials and choice of how to use them. This is done with their primary caregiver/group. Large group time consists of one activity that the entire classroom engages in together. The difference from preschool to pre-k is that at the pre-k level, the activities will become more challenging to expand their development capabilities.

## READY TO WRITE NOW!

Our goal for your pre-k child is to continue developing their established milestones, one of the most significant ones being writing. We will share activities that include using writing tools such as pencils, markers, and crayons to write out words which will continue embracing their fine motor development and hand control.

We build their confidence, socialization skills, and knowledge - this is the time to set your child up for future success.

**READY FOR KINDERGARTEN!**



# THE GREAT START TO READINESS PROGRAM

## 4 YEARS

We're a proud partner of Michigan's Great Start to Readiness Program (GSRP). GSRP Is A State-Funded Program That Provides Quality Early Education To Children Who Are 4 Years Old Before December 1st, Before Entering Into Kindergarten.

The GSRP Classrooms runs Monday- Thursday from 8 am - 3 pm. Separate backup care programs are offered if care is needed outside these hours, and/ or full-day Friday. Contact us to learn more about GSRP to see if you qualify, please email us at [learningtree.enroll@gmail.com](mailto:learningtree.enroll@gmail.com)



## SCHOOL AGE CARE

### KINDERGARTEN - 12 YEARS

We provide before and after transportation and care for children in Kindergarten through 12 years of age. We know children had long days at school, and we want to provide them with a fun environment with their friends here!

### EXTRA FUEL WITH LT MENU

School Agers are greeted with breakfast and healthy snacks after school!

### A FULLY STOCKED ART AREA

We have fun keeping up with the latest and greatest "in" items to stock our School Age Classrooms. Plenty of duct tape, beads, sharpies, and several other special art items are always in our classroom.



## WII GAMES KEEP THEM ENTERTAINED

Our school agers have options of active Wii games each day to keep their bodies moving and have a blast.

## SCHOOL'S OUT? WE'RE THE BACK UP PLAN!

When school is out, we are in! We have a separate backup care program for days schools are closed for holidays and professional development. We always plan a field trip to take children on when school is out.

## BUS TRANSPORTATION IS INCLUDED IN TUITION

Bus transportation to and from your child's school is available during the school year. All of our bus drivers hold a Michigan Chauffeurs License and have been trained in proper vehicle safety. All of our vehicles are equipped with first aid kits and GPS. Your child's school schedule and emergency card are always carried when picking up or dropping off your child. At the beginning of the school year, our drivers communicate with your child's school to designate a safe and appropriate pick-up and drop-off area for children attending The Learning Tree.

## TIME FOR HOMEWORK HELP

We understand parents are busy and encourage time for homework to be started.

## THE CURRICULUM IS BASED ON YOUR CHILD'S SPECIFIC NEEDS

The curriculum for the School-Age Program differs as the children spend most of their time at school, and each child needs different guidance outside of school. Goals for the School-Age Program include:

- a quiet area for homework and study
- encouragement with their classwork
- games that introduce the concept of strategy
- classroom rules to develop accountability
- games that teach mathematics and reasoning
- Off-site field trips when schools are on holiday breaks, including: swimming, bowling, roller-skating, and visits to the Science Center



# SUMMER DAY CAMP

KINDERGARTEN TO 12 YEARS

Where The Fun Never Stops. Summer day camp kicks off the Monday after the last day of school every year and camp registration is \$100. We have totally refurbished our rooms with brand new materials and furniture every year for our day camp children.

AMAZING THINGS YOUR CHILD WILL EXPERIENCE:

- Art
- STEM
- Cooking
- Sports
- Technology
- Yoga

## FUN FIELD TRIPS HAPPEN ALL SUMMER LONG!



# THE FIVE STAR FRESH FOOD PROGRAM

Promoting wholesome eating can help change the health and well-being of our next generation.

Healthy eating and lifestyle habits start at a young age and are directly influenced by the food options given at school.

## FEED THE BODY, YOU FREE THE MIND

We also know that children who are well-nourished learn better. This is why our priority at The Learning Tree is simple; “We want children to love real food.”

## LOCAL, REPUTABLE, AND HIGH-QUALITY INGREDIENTS

We order all produce and products from local, reputable, and quality companies. Our menus are custom designed and change with each season to reflect the fresh produce available. All meal, and most snack, items are prepared inside our own kitchen by an on-site, full time chef.

## EXCEPTIONAL NUTRITION STANDARDS INCLUDE:

- Always whole grain
- Always Family Style Serving
- Always organic chicken
- Always organic eggs
- Always organic milk
- Always organic ‘Dirty Dozen’ (This lists the 12 items that should be purchased organic due to being the most contaminated and sprayed with pesticides.)

All meals on our menu are prepared daily by our amazing chefs. We are proud to have real chefs with a culinary background and/or training. Our chefs are committed to our Core Values and serving children the healthiest food possible! We take pride in having real chefs, a healthy menu, and a quality food program.

Did you know: When children serve themselves, they are more likely to learn what “being full” means?



# MENU EXAMPLE

	Monday 3	Tuesday 4	Wednesday 5	Thursday 6	Friday 7
<b>Breakfast 8:30AM</b>	<b>Cereal</b> Fresh Organic Fruit Organic Milk	<b>Cinnamon 'Craisin</b> Oatmeal Oatmeal Whole Milk Cinnamon 'Craisins Organic Butter Fresh Organic Fruit Organic Milk	<b>Wheat Toast w/ Butter</b> Yogurt Fresh Organic Fruit Organic Milk	<b>Oatmeal 'Craisin Bars</b> Oatmeal 'Craisins Brown Sugar & Agave Organic Butter Whole Wheat Flour Fresh Organic Fruit Organic Milk	<b>Cereal</b> Fresh Organic Fruit Organic Milk
<b>Snack 10AM</b>	Fresh Organic Fruit Water	Fresh Organic Fruit Water	Fresh Organic Fruit Water	Fresh Organic Fruit Water	Fresh Organic Fruit Water
<b>Lunch 11:30AM</b>	<b>Mini Bagel Sandwich</b> Mini Bagels Sliced Turkey Sliced Cheese Organic Romaine Mustard Fresh Organic Fruit Organic Milk	<b>Meatloaf</b> Ground Turkey Homemade Breadcrumbs Ketchup <b>Organic Vegetable</b> Fresh Organic Fruit Organic Milk	<b>Teriyaki Chicken</b> Diced Organic Chicken Wheat Spaghetti Noodles Homemade Teriyaki Sauce Green Beans & Cauliflower Fresh Organic Fruit Organic Milk	<b>Chicken &amp; Veggie Skillet</b> Organic Chicken Wheat Pasta Organics Peas Heavy Cream Cream Cheese Parmesan Cheese Fresh Organic Fruit Organic Milk	<b>Grilled Cheese</b> Cheese Whole Wheat Bread Organic Butter <b>Organic Vegetables</b> Fresh Organic Fruit Organic Milk
<b>Afternoon Snack 3PM</b>	<b>Fruit Pinwheels</b> Fresh Organic Fruit Cream Cheese Rolled up in Wheat Tortilla Water	<b>Veggies w/ Homemade Dip</b> Water	<b>Crackers</b> Cheese Slices Water	<b>Trail Mix</b> Pretzel Crisps Craisins Cheerios Cheese Slices Water	<b>Veggies w/ Homemade Dip</b> Water
<b>Snack 5PM</b>	Homemade Snack Water	Homemade Snack Water	Homemade Snack Water	Homemade Snack Water	Homemade Snack Water



# OUR LOCATIONS



## LIVONIA NORTH

33901 CURTIS RD.  
LIVONIA, MI 48152

- First and largest center
- Quiet and peaceful setting
- Two full-time chefs
- Director of happiness
- Fingerprint security system
- ZONO sanitizing machine
- Large vegetable garden
- Pick-up/drop-off schools





## LIVONIA SOUTH

32955 PLYMOUTH RD.  
LIVONIA, MI 48150

- Fully renovated and upgraded center
- Full-time chef & administration staff
- Fingerprint security system
- State-of-the-art playground
- Vegetable teaching patch
- Pick-up/drop-off schools
- Zono-machine to sanitize materials



## LIVONIA WEST

37550 W SEVEN MILE RD.  
LIVONIA, MI 48152

- Off the beaten path
- Zono-machine to sanitize materials
- Fingerprint security system
- State-of-the-art playground
- Vegetable garden and greenhouse
- Gross motor room





## SOUTH LYON

22820 VALERIE ST.  
SOUTH LYON, MI 48178

- Former church with a home-like feel
- Zono-machine to sanitize materials
- Fingerprint security system
- Playground and play yard
- Vegetable garden
- Pick-up/drop-off schools



## HOWELL

1183 PARKWAY DR.  
HOWELL, MI 48843

- Beautifully designed
- Zono-machine to sanitize materials
- Fingerprint security system
- Playground and play yard
- Vegetable garden



# PARENT TESTIMONIALS



"We have been beyond pleased with the level of care and service at the Learning Tree West (Livonia). I have personally communicated this to the regional director. Our preschooler and toddler have been so happy at school and love their teachers. The infant room was fantastic, as is the toddler room and the preschool rooms. Prior to moving to Livonia, our children attended a supposedly exclusive daycare in a nearby suburb city. The level of care and services provided (directors always on site and available, organic food and milk provided, learning plans and fun activities, new facility, enforced sick policies, direct communication with teachers and directors, daily emails, etc) at the Learning Tree beyond exceeds what we were accustomed to at our previous day care. Also, tuition is very reasonable considering the facility and what is included. We love the facility and all the staff! The staff really goes above and beyond and are extremely professional."

-M. Mooney

"This was a really good fit for our family. The staff were very nice and good to our children. We appreciated them at every stage, from the baby room to the toddler room to preschool. The class activities and programs were really good. Each of the rooms has a great variety of toys and plenty of room for the kids to play. This facility used to be a elementary school and it's top-notch, they have a gymnasium and a big playground. Plus, the toddlers get their own water-play area! I appreciated that our children were fed healthy snacks and lunches everyday, sometimes I wish I could have eaten lunch there because the menu items sounded so tasty!"

- A. Traxler

"There is so much positivity at The Learning Tree. Our daughter's teachers are amazing. They keep us informed throughout the day so we always know what our daughter is up to. They are very patient with our questions and our requests. They give us a rundown of the day upon pickup and our daughter is always happy to go in the mornings for drop off. She waves goodbye to all her teachers with a smile on her face and she's definitely made great friendships with her classmates, as she's always talking about them when she's at home :) We love the Kid Reports, the pictures, the birthday celebrations, the Holiday celebrations, the tap & tumble class, the book fairs, and all the extras you get at The Learning Tree. We couldn't have picked a better place for our most precious gift. Thanks Learning Tree for all you do!"

- The Bennett's

"Our family has loved the Learning Tree for the 4 years our child has attended. Our child feels safe and at home there and has learned so much from the curriculum. Ms. Stephanie has been an awesome pre-K teacher! We feel so fortunate to have her as our teacher this year!"

- Bridget B.

# The Learning Tree

## ----- CORE VALUES -----



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