



August 2022

Dear Parents,

Welcome to Hoover's Mt. Lebanon Extended Day Program. We look forward to providing a fun, enriching and supportive environment for your child. Our after-school program will offer active play, opportunities for socialization, STEAM and creative social/emotional engaging activities.

Drop off and pick up: Park on the road closest to the basketball courts and use Entrance D-11

Center Location: Lunchroom Door # D-11

Snacks: MLEDP will provide a simple packaged afternoon snack. Attention is given to select healthy portions the children enjoy, to hold them over until dinnertime. Please see the attached list of snacks provided.

Programming: A variety of active play, science, nature, art and imaginary play activities will be planned for both indoor and outdoor spaces. Respect is a vital part of how we relate to one another at MLEDP. We show this in our regard for other's property, belongings, beliefs, and physical and emotional well-being. We are anticipating a year filled with growth, friendships, discoveries, and enjoyment for all.

Health and Safety Plan: We will follow procedures in the Health and Safety Plan at mledp.org to keep everyone safe. Please review the expectations with your child to help prepare them for MLEDP.

Reminders:

- Please EMAIL (hoover@mledp.org) if your child will be absent from our morning or afternoon sessions. Please be advised the office will charge a \$25 fee for failure to call off your child. You can also call and leave a voicemail or write a note on our "parent notes" clipboard in the sign in area of the room
- Breakfast is not provided by MLEDP; however, your child may bring breakfast from home to eat in the mornings.
- Please bring your ID to pick up your child.
- Know your personal Procure code and use it.
- Download the Procure Engaged app for QUICK and EASY sign in/out. Just take a picture of the QR code posted around the room and sign the child in/out form your phone.
- If your child has a medication that needs to be taken during our care, please discuss with the Center Director before your child brings in the medication into the center.

Please check out the Parent Handbook and the full Health and Safety Plan on the mledp.org website for additional information.

Meet the staff:

Miss. Molly

A Pittsburgh native, Molly O'Hern, grew up in the South Hills and graduated from the Art Institute of PGH in 2005 with a bachelor's degree in graphic design. Molly changed careers in 2019 when she decided to follow her passion, which still included art and design, but also now incorporated her love of children, learning and teaching. MLEDP could not be a better fit for sharing these passions.

With this new goal in mind, Molly, obtained her Early Childhood Education Certificate from CCAC and she also holds an infant mental health and youth mental health certificate. Molly continues to take college courses towards obtaining her bachelor's degree. In her spare time, Molly, enjoys spending time with her Fiancé, seeing her family and friends, visiting the local artist studios and vendor shows. She loves walking through the local museums and Phipps Conservatory, as well as, attending concerts and live music events. Fun Fact: Miss Molly also works as an event florist on the weekends. Her favorite flowers to put into a vase at home are alstroemeria, they have multiple flowers on each stem and are in the lily family. What is YOUR favorite flower?

Miss. Lisa

Is looking forward to her 5th year with MLEDP! A Grove City College graduate with a degree in Business Administration, Miss Lisa enjoyed a 20-year career in the telecommunications Industry.

Miss Lisa and her husband Mike have called Mt. Lebanon home for the past 30 years. Their daughter Kathryn is a 2015 Mt. Lebanon graduate and now lives in Boston, MA.

If you happen to be driving on Washington Road at any time, you may see Miss Lisa walking their miniature dachshund Greta. Please feel free to beep and wave!

Please feel free to reach out to with any questions that you may have about your child's time or activities at extended day. You can contact us through the email or voicemail shown below. If you have any billing, scheduling or business needs please contact the office at 412-343-1661.

We are looking forward to welcoming you to Hoover!

The MLEDP Hoover Staff,

Miss. Molly – Center Director

Mrs. Lisa – Group Supervisor

HOOVER

MLEDP Contact Information:

Center Email: hoover@mledp.org

Center Voicemail: [412-275-3394](tel:412-275-3394)

MLEDP 2022/23 Snack options:

Pick a Fruit: Apples, Peaches, Mandarin Oranges, Fruit Cocktail

Pick a Bag: Pretzels, Popcorn, Baked Potato Chips, Cheetos, Fritos, Chex Mix

Pick a Bar: Breakfast Rounds, Lemon Bar, Cereal Bar, Nutrigrain Bar, Chocolate Oatmeal Bar

Pick a Cracker: Cheese Its, Goldfish, Teddy Grahams, Animal Crackers, Ritz Crackers (w/ string cheese or jerky)

Pick a Cup: (served with choice of 2 graham crackers or 2 saltines) Yogurt, Applesauce, Jell-O, Pudding

*Daily Substitution Available: 6 Saltines or Fresh fruit (usually apple) w/2 saltines