



# High Tech Elementary Discovery Link

## August 2018 Newsletter

We hope you all had a wonderful summer! We are excited for the 2018-2019 school year here at High Tech! This school year will be filled with some amazing clubs, events, projects and themes that will make this school year one of the best. We will be kicking off the Fall Semester with **Back to School** for the last of August. Your student(s) will be letting us know all about themselves and how much fun they had this summer!

### Meet the Program Specialist

#### Joshua Cowling



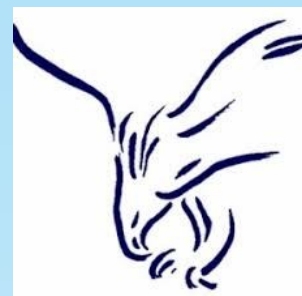
Hello! My name is Joshua Cowling and this is my second year as the Program Specialist at High Tech. I have been doing extended school care for 10 years. I am excited about this school year and offering new and exciting opportunities for your students!

Cell: 720.692.7993

Email: [Joshua\\_Cowling@dpsk12.org](mailto:Joshua_Cowling@dpsk12.org)

Miss Ray will be taking her talents to Swigert Elementary Discovery Link this school year. She will be with us this coming Monday and Tuesday afternoon. Please take time to thank her for all of her hard work. She will still drop in from time to time and will continue to be an incredible asset to High Tech Discovery Link

\*Please See the Following Pages for Additional Information\*



### Early Risers Schedule

**6:30** Student Drop off Begins

- Parents must sign their student in on the iPad

**6:30-7:00** Centers Time

**7:00-7:30** Gym/Outside Time

**7:30-7:45** Line up for breakfast (if eating)

**7:45- 8:20** Breakfast/  
Centers/Small Group Activity

**8:20—** Students will be taken to their class meeting space outside on the blacktop

**Please see next page  
for the After School  
Schedule**



## Important Daily Information

### Sign-in/out

- The entrance to Discovery Link is on the west side of the building, off Verbena St. where the large main playground is. When you walk through the open area of the fence, walk to the doors straight ahead. The doors on the right hand side of the wall of windows have a doorbell next to them on that side for families.
- All students MUST be signed in and signed out by a parent or guardian at least 18 years of age.
- Sign in and out will be done electronically this school year.
- There will be an iPad for you check your child in and out—please make sure you have your pin number ready.
  - If you are unsure of what your pin number is, we will have that available for you at your time of drop off or pick up. Each guardian and additional pick-ups have a code unique to them.
  - If you have the app on your phone, you can also use the QR code option
- **\*\*Please have photo ID ready at check-in to receive your pin number and for check-out in the afternoon\*\***

### Early Risers Programming (Schedule on Page 1)

- Drop off can begin at 6:30 a.m. Parents must come in to sign their students in using the iPad at the parent table. Students MAY NOT be left at the door.
- Discovery Link does not provide breakfast in the morning, but the cafeteria staff does. Your child may get in line for breakfast.
- Students will be taken to their designated class space on the black top when the first school bell rings at 8:20 and then staff will sign them out of the program.

### After School Programming

- The daily schedule is listed to the right. A schedule of actual activities being done will be posted on the parent board weekly.
- Clubs will begin the month of September and will run on Tuesdays and Thursdays in the 4:30-5:15 time period.
- An afternoon snack is provided by the Food Nutrition Department and a calendar of the snacks will be posted on the parent board as well.
- Staff will sign students into the program from school. Parents are required to sign their student(s) out daily using the iPad at the parent table.



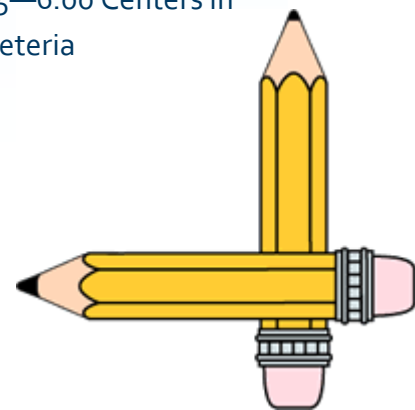
## After School Program Schedule

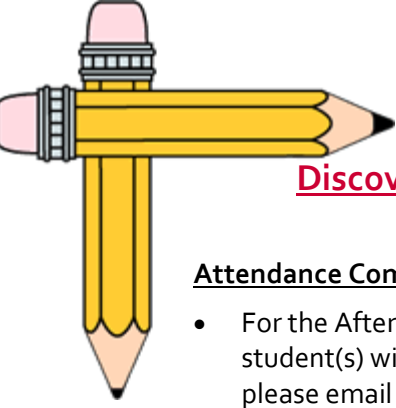
### Kinder—1st

- 3:45-4:00— Check-in/ circle time
- 4:00—4:15 - Snack
- 4:15- 4:30 - Reading
- 4:30—5:15 Low Level/ High Level Activity
- 5:15—5:45 Low Level/ High Level Activity

### 2nd—5th Grade

- 3:45—4:15—Check-in/ Circle Time/HW/ Centers
- 4:15—4:30—Snack
- 4:30—5:15 Low Level/ High Level Activity
- 5:15—5:45 Low Level/ High Level Activity
- 5:45—6:00 Centers in Cafeteria





## Discovery Link General Information

### Attendance Communication

- For the After School Program: if there is any day where your student(s) will not be attending when they normally would, please email the Program Specialist by 3:00 p.m. You may also copy the Program Specialist on a communication to your student(s) teacher in regards to change in pick-up or transportation home. This communication is key as we have many kids to account for each afternoon.

### Meds

- If your student requires medication while in program at Discovery Link, whether daily or emergency, please make sure you have the correct forms which are available on the Discovery Link webpage under "Family Resources". We are unable to check-in /administer medicine without the necessary physician signed documents.

### Outside Time

- We do spend time outside. Through the registration process you should have selected whether your child is able to use the sunscreen we provide or will bring some from home. If you selected that they would bring their own, please make sure that it is sent with them daily.

### Enrichment Classes

- Outside provider Enrichment Class information and registration will be available at the beginning of next week. Information will go out through the High Tech Elementary app first and then you will receive it again from Discovery Link. This is to ensure equitable opportunity for all High Tech students. Please keep an eye out on the High Tech App for that information.

### August 23rd—24th Assessment Days

- Unfortunately due to the school day running and using our usual program space as well as DSST operating as usual, we will NOT be offering Discovery Camp Days on August 23rd and 24th
- Your student may still attend the programs they are registered for (Early Risers or After School) on the day of their assessment if it is a day that they are normally registered for.



### DPS Shared Core Values

- STUDENTS FIRST
- INTEGRITY
- EQUITY
- COLLABORATION
- ACCOUNTABILITY
- FUN

