

# Academy Endeavour

## Elementary School

Bobbi Wolf, Principal  
(719)234-5610

3475 Hampton Park Drive  
Colorado Springs, CO 80920  
(719)234-5600 Fax: (719)234-5699

Brenda Keefauver, Assistant Principal  
(719)234-5620

August 1, 2018

Dear Parents,

Welcome back to school! I hope you had a relaxing summer and spent a lot of time enjoying the beautiful outdoors with your children. We have a busy start to our school year again this year. This 20Alert letter should answer many questions you may have and if you need further clarification, the office is open 7:30 a.m.-3:30 p.m.

Due to front entrance and office remodel, the building will not be accessible to the public until August 13. The office staff are relocated to other parts of the building until the weekend of August 11-12. We are available to answer any questions you may have via phone or email. We are here from 7:30 a.m.-3:30 p.m. My secretary Shannon Alvarez will answer 234-5612 and I am available via email ([bobbi.wolf@asd20.org](mailto:bobbi.wolf@asd20.org)) as well as assistant principal Mrs. Keefauver ([brenda.keefauver@asd20.org](mailto:brenda.keefauver@asd20.org)). We are unable to offer tours or have student or parent visitors at this time due to safety in the construction zone. Thank you for your patience and understanding.

### Important 1<sup>st</sup> Quarter dates:

Monday, July 31	AEES Office opens for business, 7:30 a.m.-3:30 p.m.
Monday, August 13	Back-to-School Event 3:30-5:30 p.m.
Tuesday, August 14	Get to Know You Mini-Conferences 8:00-noon
Wednesday, August 15	First day of school, <b><i>supervision in the classroom begins at 8:05</i></b>
Thursday, August 23	No School-Literacy Testing by appointment/School Pictures on the stage
Friday, August 24	No School-Literacy Testing by appointment/School Pictures on the stage
Monday, Sept. 3	Labor Day No School
Tuesday, Sept. 4	No School Teacher Professional Learning Day
Wednesday, Sept. 5	SAC 7:00 a.m. in the AEES Conference Room
Saturday, Sept. 8	AEES Back-to-School Carnival 10:00 a.m.-1:00 p.m.
Tuesday, Sept. 11	PTA 3:45 p.m. in the AEES Library
Thursday, October 4	No School, Teacher Workday, End of 1 <sup>st</sup> Quarter
Friday, Oct. 5	No School, Teacher Professional Learning Day
Wednesday, Oct. 17	Parent Teacher Conferences 4:00-8:00 p.m. 4:00 – 7:30?
Thursday, Oct. 18	No School-Parent Teacher Conferences 8:00 a.m.-7:00 p.m. 8:00 – 6:30 pm?
Friday, Oct. 19	No School-Office open until noon
Friday, Oct. 26	Monster Mash held at MRMS 6:00-8:00 pm

### School Hours

NO supervision prior to 7:55 a.m.

Students report to the classrooms beginning at 8:05 a.m.

Classes start 8:15 a.m.

Classes end 3:15 p.m.

AM Kindergarten 8:15-11:15 a.m.

Students eating school breakfast may enter the cafeteria at 7:55 a.m. through the front doors

Office Hours 8:00 a.m.-4:00 p.m.

NO supervision prior to 7:55 a.m.

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### Kindergarten Parents

Administration would like to invite you to an informal question and answer session on the first day of school, Wednesday, August 15 in the library from 8:20 a.m.-8:40 a.m.

### Back To School Event-Plan to Attend

Monday, August 13

3:30 Doors Open

3:40 Teacher presentation

4:20 Teacher repeat presentation

5:00 Visit with specials teachers, pay student fees/lunches, visit PTA table

5:30 End

Students should attend with parents. Come learn about your child's teacher and about the expectations for the school year. Each teacher will present two identical sessions for those of you who have more than one child. While at this event, schedule your "Get to Know You" conference for Tuesday, August 14, sign up to volunteer, join PTA, become a WatchDOG, and meet the specials teachers and other staff. We look forward to this very exciting event to kick off our school year!

### Get To Know You Conferences

You will sign up for a 10 minutes time slot for Tuesday, August 14, when you attend the Back to School Event on Monday, August 13. The purpose of this 10 minute conference is for parents and students to share one-on-one with their new teacher anything they want the teacher to know about them academically or socially that will help ensure they have a positive start to the school year. Feedback from all involved has been overwhelmingly positive. If you are unable to attend the Back to School Event to schedule your conference, feel free to email or call your teacher to schedule a time for the Get to Know You conference on Tuesday, August 14 between the hours of 8:00 a.m. and noon.

### Supply Lists

The 2018-19 classroom supply fee for Academy Endeavour is \$35 per student and will be collected in the fall when students return. Parents will not need to find a supply list for a particular grade level or teacher and will not need to purchase classroom school supplies on their own.

In addition, each grade level will collect classroom fees to cover Scholastic Weekly Readers, planners, party fees, tee shirts, etc. These fees will not exceed \$35 per child/per year. Look for fee information coming home in your child's Monday folder.

We are asking all fees to be paid or arrangements made by September 7, 2018.

See all AEEES student fees:

<http://www.asd20.org/Schools/aes/Info/SchoolSupplies/Pages/default.aspx>

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Financial assistance may be available, email or phone assistant principal Mrs. Keefauver [brenda.keefauver@asd20.org](mailto:brenda.keefauver@asd20.org) 234-5620.

### **Who is my child's teacher?**

Parents will need to log onto Infinite Campus Parent Portal on August 13 no earlier than 2:00 p.m. to find out who their child's teacher will be for the 2018-19 school year. Go to [www.asd20.org](http://www.asd20.org) then reference Parents/Students for detailed directions for this process. Computers will be available in our Dell lab for parent use at 3:15 on August 13 if you do not have computer access from home.

### **First Day of School**

We will have staff at the bus lot gathering kindergarten students who are riding the bus for the first time. A staff member will walk them to their classrooms on a daily basis. Many non-classroom staff members will have class lists and will be on the playground and around the school to assist any students or parents who have questions.

### **AEES Carnival Saturday, September 8**

10:00 a.m. -1:00 p.m. at AEES

Come celebrate the new school year. See your teacher's work the game booths and network with other families, a great way to kick off the school year, mark your calendar, see you on the 8<sup>th</sup>!

### **Free or Reduced Lunch Application**

Available now at [www.asd20.org](http://www.asd20.org) . If your child/family qualified last school year there is a grace period at the beginning of this school year, you will need to requalify to receive free or reduced meals.

### **Do you want to volunteer at AEES?**

**All** new volunteers at AEES must attend a volunteer training class and pass a background check prior to working in our school. This includes volunteering for fieldtrips, volunteering for Field Day, Intensives, Fit and Fun Run etc. The cost is \$6.85 and the process only needs to be completed once during your tenure at AEES. Call Brenda Keefauver at 234-5620 for more information on volunteer training and background checks. Volunteer training is Monday, August 27 at 3:30-4:00 p.m. or Tuesday, August 28 8:30-9:00 a.m. in the library at our school.

### **Picking Up Students Afterschool**

School ends at 3:15. Parents need to arrange to have their students picked up on time. We understand there are occasional miscommunications, traffic delays, appointments that run late, etc. and will gladly keep your child safe inside the building until you arrive to pick them up. *Please call the office if you find yourself delayed*, we will get your child to the office where you can sign them out when you arrive. We require all late pick-ups to be signed out by a parent/guardian. We will not allow students to sit outside or wait on the playground to be picked up. Your child's safety is of utmost importance to the staff at AEES. We appreciate your understanding and support.

### **Before and After School Daycare**

Imagination in Education (IIE) is available to provide care for AEES students between the hours of 6:00 a.m.-8:05 a.m. and 3:15 p.m.-6:00 p.m. call 598-2095 for more information or visit

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[www.jracademykids.com](http://www.jracademykids.com) . IIE is located in the school cafeteria. Parents please park in the parking lot and walk your child in the side door of the cafeteria. Do not use the fire lane or the curb for daycare pick up or drop off. D20 Security will write \$50 parking tickets to those who disregard these directions.

**Security Reminders \*\*\*NEW INFORMATION COMING IN A SEPARATE ALERT SOON** We have installed a second buzz in vestibule inside the front doors where parents and visitors will be required to swipe their ID through a Raptor System. All visitors must have government or school issued identification to gain access through our front door. Our buzz in security system will be operating during the school day as the front doors will be locked. You will need to stop at the front door and press the button on the camera system. You will then be greeted by our office staff. Please state your name and what business you are here to attend and the door will be unlocked for you to enter. **You will then scan your identification in the RAPTOR system to gain access to the school through the second door.** This system helps ensure that we know who is in our building at all times and our kids are safe during the school day.

*All adults on school grounds are required to check in/out at the front office and wear a visitor pass. It is important to know who is in our school at all times. **We ask for your patience as we all learn this new RAPTOR System.***

### Traffic Safety Reminders

Please be mindful we have over 400 students and over 60 staff members at our school. We have one way into the parking lot and one way out of the parking lot. Traffic signs are posted in the parking lot (Do Not Enter, One Way, Right Turn Only, Stop) for a reason...the safety of all persons. Cars are not allowed to park in or use the bus parking lot to turn around. The school parking lot is a cell phone free zone, please hang up and drive. Please be patient with each other and model respect for your students and others when navigating around the school grounds. Each year we have new families who are learning the system.

Colorado Springs Police Department (CSPD) will have a presence around our school and will ticket offenders. U turns on Hampton Park Drive across the double yellow line are illegal as is double parking and parking too close to the cross walks (signage is posted). Crossing guards have been instructed to write down license plate numbers that will be forwarded to CSPD.

### Family Handbook

The Family Handbook is located on our school webpage ([www.asd20.org/aes](http://www.asd20.org/aes)) on the Important Documents page. All parents are required to login to the Extended Parent Portal at the start of the year to accept that you have viewed the document. The Extended Parent Portal can be accessed from our school page by clicking the LOGIN button in the center of the 9-button dial pad. If you forgot your login or password, please contact the district 20 help desk. (234-1777 or [help@asd20.org](mailto:help@asd20.org)).

On behalf of the staff at AEEES, I want to wish all of you a successful school year full of learning, friendships and growth.

Warmly,

Bobbi Wolf  
Principal