



Dear McAuliffe Student and Family,

Congratulations, we've nearly made it through 6th grade, and we are so excited to welcome you to 7<sup>th</sup> grade at McAuliffe International School!

As a reminder, Micah Klaver (micah\_klaver@dpsk12.org) is the Class of 2024 Head of House and Lauren Graham (lauren\_graham@dpsk12.org) is the Class of 2024 School Counselor. We are your administrative and mental health team and we will continue to work with you for the next two years that you are attending McAuliffe. It is our job to get you all the most current and important information regarding school as well as to support your child as they grow into a young adult.

In this packet, you will find helpful information that will answer some questions, help you understand what to expect this fall, as well as some tasks that need to be completed immediately.

### **What needs to be done NOW:**

Complete the Course Selections Form included in this envelope. Please deliver this form to us by **May 4th** via e-mail (laura\_thompson@dpsk12.org), fax 720-424-1565, or in person to the Business Office. *It is very important that you return this information to us in a timely fashion as we will be using your selections to help create your student's class schedule.* We will do our best to provide you with each of the elective courses that you select.

We have also included our Cell Phone Policy, Technology Agreements, and Code of Conduct forms. **Please review these forms with your child, and sign and return these with your student's course selections form to the Business Office.**

### **2018 Registration / Annual Family Update**

All families need to complete the Annual Family Update as well as pay school fees of \$175.00 by **August 3rd**. We encourage families to complete the Annual Family Update (including payment of school fees) online through Parent Portal during the month of July. If your student qualifies for Free or Reduced Lunch (FRL) and you would like to apply for a scholarship for school fees or uniforms, please pick up an application in the Business Office. If you are unable to complete registration via Parent Portal, we are offering 2 days for families to complete registration at school.

**Monday, June 4th, 8:30 - 11:30am or 1:00 - 3:00pm**

**Tuesday, June 5th, 8:30 - 11:30am or 1:00 - 3:00pm**

During this time, we will have uniform samples available for view. The McAuliffe at Smiley Foundation will also have McAuliffe hats, magnets, socks and beanies available for purchase.

### **What to complete this summer:**

- If you haven't already, complete the Annual Family Update and pay school fees of \$175
- Order school uniforms (www.saiteamsports.com)
- Purchase school supplies – see enclosed school supply list – kit orders are due June 15th

### **NEW McAuliffe 7<sup>th</sup> grade students**

There will be a short orientation for any 7<sup>th</sup> and 8<sup>th</sup> graders that will be new to McAuliffe this year. The orientation is expected to be on August 7<sup>th</sup> from 9:00 -11:00am at McAuliffe.

### **Schedules and Schedule Changes:**

Schedules will be available on Parent and Student Portal in late July. Students may view their tentative schedule at this time, *but please be aware that it may change before the first day of school.* Schedules will be finalized at 4:00pm on Friday, August 3<sup>rd</sup>. Printed copies will be available at locker setup day, and will also be distributed to students on their first day, August 6<sup>th</sup>. School counselors and administrators will *not* be available during summer months for schedule requests or changes, but will be available through email starting July 30<sup>th</sup>.

If there is an error in a student's schedule (ex. 2 of the same class, wrong level world language, student received none of their top three art choices, etc.), please email your grade level counselor, Lauren Graham, as soon as you notice the mistake. Students may request a schedule change during the first month of school by emailing their counselor or by filling out a Counselor Assistance Request form. Students should be aware that not all schedule changes are feasible and that requesting a schedule change does not guarantee that one will happen.

All schedule requests and changes must be completed by Friday, August 31<sup>st</sup>. *This is a firm date.* *No requests for schedule changes will be accepted after that time outside of extraordinary circumstances.*

***Please know, we will not be accepting any requests for house changes.*** All students will remain in their assigned house. Any incoming students will be assigned to a house based on space.

### **Clubs, sports, service trips:**

Please utilize the McAuliffe App, website, newsletter and Schoology to keep up on what clubs, sports and activities are offered at any given time. We are committed to making sure each child finds a niche here at school. Help us by encouraging your student to try new things.

### **Contact us:**

Mr. Klaver and Ms. Graham are best reached by email. If you would like to schedule a meeting with us, especially in the first two months of the school year, please try and schedule that ahead of time as the demand is great and our times are limited. Thank you!

We look forward to seeing you at locker set up day on the morning of Saturday, August 4<sup>th</sup>.

Have a wonderful summer!

Sincerely,  
Micah Klaver and Lauren Graham