

2023-2024 Cottage School Program

Weekly News--Week of September 18



Autumn...the year's last, loveliest smile.
~ John Howard Bryant

In Partnership,

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OCTOBER COUNT is around the corner!

This year, our count day is Monday, October 2, 2023. Through this Count, TCA reports all students who are actively enrolled and attending classes. This Count helps the State determine funding eligibility for our students and is very important to our school, the district, and to the funding of our programs.

Because of the nature of CSP, our students must establish their attendance the week of September 25th AND the week of October 2nd. Please make every effort to have your student in attendance both of these weeks. If your student is not in attendance during these two weeks, the school must provide additional documentation to the Colorado Department of Education (CDE) that your student attended with us both before and after their absence. *If you know your student will be gone for all or the majority of the count window (September 25th through October 6th), please make sure to contact your school's administration or the Registrar's office for an Intent to Return form.*

Announcements

NEW and STILL IMPORTANT INFORMATION:

1. THIS WEEK--THURSDAY STUDENTS ONLY! There is a CSP teacher in-service the afternoon of Thursday, September 21st. CSP students will dismiss at noon (no lunch will be served). Kindergarten students dismiss as normal at 11:30. All students are permitted to wear denim bottoms (no rips or tears) with a uniform top.

2. TCA Athletic Game Safety – All Elementary and Junior High students who attend TCA athletic events must sit with an adult during the event for supervision purposes. Unfortunately, we have noticed types of behavior that could lead to injury or students getting in trouble. We desire to promote a safe atmosphere for all spectators; thus, no personal sporting or toy ball of any kind will be allowed into events. We thank you for your partnership in this endeavor.

3. September Lunch Menu can be found [here](#).

4. Typing Pal is up and running for our 3rd-6th grade students. Log-in information is below.

5. Looking for ways to bless our staff? Food is always welcome! We have a "Sunshine Cabinet" in the Staff Lounge that we like to keep stocked with snacks and goodies for staff members to enjoy throughout the week. If ever you want to contribute a treat to the cabinet (whether store bought or homemade, savory or sweet), items can be dropped off in the CSP/CP office.

Typing Pal Log-In Instructions (Grades 3-6 Only)

Typing Pal is a learn-to-type program that we offer at no charge to all of our upper elementary students. There is no requirement to participate; it's simply something families may use as part of their home school curricula if students desire to learn/master basic typing skills. Log-in instructions are below.

1. Go to <https://clascott.typingpal.com>
2. Each student's **user name** is the first letter of his/her first name (as given in Infinite Campus; not a nickname) followed by the student's last name (i.e. shille would be the username for Stefani Hille).
3. The **password** is identical for each student—*titans*—UNLESS a student was with us previously and changed his/her account to a unique password. Once students are logged in, they may change their password to something unique to them.
4. Questions or trouble logging in? Contact Stef Hille at shille@asd20.org.

Start-of-Year Information

CSP K-6 Uniform Information (Contact: CSP Assistant Principal, Stef Hille, shille@asd20.org)

CSP Grade Level Supply Lists (Contact: Grade Level Teachers)

- Please send all supplies with your child on the first day of school. All items should be labeled with your child's name except for general classroom supplies (i.e. paper towels, Kleenex, wet wipes, antibacterial gel, etc.).
- *Please note the 3rd grade supply list was updated July 20 to include a durable 1-inch, 3-ring binder and 5 tabbed dividers with pockets.*

CSP REQUIRED Paperwork (Contact: CSP Office Staff Tiffany Jolly, tjolly@asd20.org)

- [Notice of Intent to Homeschool](#) (one per family required; link provides access to a fillable PDF—open, complete, save, and *email* completed PDF to the contact listed above)

CSP Immunizations and Health Care Plans (Contact: CSP/East Campus Head Nurse, Kelly Tagliere, ktagliere@asd20.org)

- [Health Forms](#) (i.e. Health Care Plans and Permission to Administer Medication forms—please see information sent out from our school nurse about times to drop off meds and health forms to the school; all immunization records or exemption forms may be turned in to your child's classroom teacher or scanned and emailed to the East Campus Nurse)

CSP Fees (Contact: CSP Office Staff Tiffany Jolly, tjolly@asd20.org)

- Pay fees (i.e. field trips, IEW, lunch (optional) but see additional lunch information below) online in the Infinite Campus Parent Portal, or payment can also be sent with your child on his/her first day (cash or check made out to TCA).
- Hot Lunch Accounts may also be filled/paid in the Infinite Campus Parent Portal (again, see additional lunch information below). Lunch calendars will be made available in weekly newsletters.

CSP Lunch (Contact: CSP Principal, Justin Peterson, jpeterson1@asd20.org)

- For the 2023-2024 school year, District 20 and TCA have opted into the Healthy School Meals for All program. All students will have access to lunch school meals at their school for no cost. A la carte purchases and the cost to double a meal will continue to be offered for a fee. These purchases will be charged to the student's meal account, or the student may pay for the food items with cash.
- Information about TCA elementary lunch and the Colorado Healthy School Meals for All program can be found [HERE](#).

CSP Lending Library (Contact: CSP Office Staff Tiffany Jolly, tjolly@asd20.org)

- All K-2 families are required to purchase a set of Spalding Phonogram Cards for \$16. Cards may be purchased by cash or check (made out to TCA) through our front office.
- Click [here](#) for other required CSP Curriculum Information that families may purchase on their own or borrow from our Lending Library. Lending Library materials may be checked out through our front office.

Digital Health Policy (Student cell phone use on campus) (Contact: CSP Principal, Justin Peterson, jpeterston1@asd20.org)

- TCA recently adopted a Digital Health Policy to help preserve an educational environment free from distraction and promote emotional wellbeing and relationship building. Please read the policy in its entirety [HERE](#).

Infinite Campus Parent Portal (Contact: CP Principal, Justin Peterson, jpeterston1@asd20.org; CP Assistant Principal, Stef Hille, shille@asd20.org; for log-in help, contact the D20 help desk at help@asd20.org)

- Click [here](#) to log in to the Infinite Campus Parent Portal. In the Parent Portal, you can check your student's grades (4th – 6th grade during the semester and final semester grades for all grade levels), attendance, schedule, and district messages. Need help logging in for the first time? Click [here](#).

Extended Parent Portal (Contact: CP Principal, Justin Peterson, jpeterston1@asd20.org; CP Assistant Principal, Stef Hille, shille@asd20.org; for login help, contact the D20 help desk at help@asd20.org). Click [here](#) for the Extended Parent Portal Log-In. Within the Extended Parent Portal, you can:

- **Sign Student Agreements Electronically** – Before you can access the main Extended Parent Portal, you must first acknowledge having read the Student Handbook. Once you accept, you will gain access to the other features.
- **View and update student information** on transportation, immunizations, health, and physician information.
- **View and update household information** including guardian contact information and text message preferences.
- If you need help with your Extended Parent Portal account, please contact District 20 at (719) 234-1777 or help@asd20.org.

[CSP 2023-2024 Handbook](#) (Contact: CSP Assistant Principal, Stef Hille, shille@asd20.org)

Please read this handbook thoroughly and sign off that you have done so in Infinite Campus.

CSP Grade Level Newsletters

- Grade level teachers will email weekly newsletters to families. Newsletters are an important source of information help you stay up to date on what's happening in the classroom and around CSP throughout the school year.

CSP Teacher Availability (on-campus and via email)

- All of our CSP teachers are part-time and only teach in the building a few days a week, and teachers are not in the building on Fridays. If emailing a teacher on a non-teaching day, please expect to hear back when the teacher returns on their next teaching day.

CSP Carpool (Contact: CSP Assistant Principal, Stef Hille, shille@asd20.org)



- Please review the link below to ensure carpool moves smoothly. All traffic rules and road signs must be followed throughout carpool. Please ensure you never block thru-traffic or entrances and exits.
- [East Carpool Instructions](#).
- **REMINDER--UPDATED East Campus Carpool Flow** - Due to a year-long construction project at PPSC, our carpool flow will have a slight change for the upcoming 2023-2024 school year. The carpool line will still enter through New Life Church and continue along Cross Peak View. Once the line moves into the lower PPSC parking lot and splits, both the K-2 line and the 3-6 line will move side by side through the drive lane to the south and the parking spaces to the south. **This change is indicated by the red circle on the carpool map [HERE](#).**


[CSP 2023-2024 Calendar](#) (Thank you for being mindful of school dates when scheduling appointments and planning, family trips, etc..)

[CSP Calendar of Events](#) (Access the entire school year's event schedule so you can "save the date" for all school activities.)



TCA Cottage School Program

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 tcatitans.org