



The Discovery Connections

A newsletter for parents of Discovery Elementary Students

Fall 2024

A WELCOME MESSAGE FROM THE PRINCIPAL-DR. MATHEW NELSON

Welcome back to Discovery Elementary! I hope everyone had a great summer and now find yourself excited to be starting the school year. There is such an awesome excitement in the air here, brought in by the students and staff as we begin another school year together at Discovery. A special thanks goes to Candice Rozeske, Chris Doze and our custodial staff for all their work in helping us get the entire school ready for another school year. The excitement that all the students bring back to school with them energizes everyone to make this year a great one for our students!

As I have said many times in the past and every year in this introduction newsletter, there is just something special about Discovery Elementary. When we are in the middle of the school year and working so hard for the students we serve, we do not often take time to reflect on and appreciate all the great things about our school family and culture, but we have a GREAT thing going here! I appreciate our amazing team and our strong commitment to doing what is best for our students. It is hard to pinpoint exactly what it is that makes us so different and special, however, I do believe the quote below really gets at the core of what we are all about and what we strive to do for kids every day.

They may forget what you said, but they will never forget how you made them feel.
~Carl W. Buechner

"Together we're better!" continues to resonate in my mind whenever I think about the great school community we have at Discovery Elementary. It is clear that we all work together to establish a positive school culture with a focus on the Community C's as character education and education of the whole child are at the core of mission at Discovery Elementary School. Our Community "C's" are: Care, Cooperate, Contribute, Celebrate, Collaborate, Cheerful, Considerate, Courageous, and Creative. We believe it is important to emphasize these skills and help students understand what it looks like to demonstrate these important character skills.

We look forward to a great 2024-2025 school year together!



BETTER
TOGETHER



HELPFUL INFORMATION

MORNING ARRIVAL

1. **School starts at 7:45am.** Students can be dropped off starting at 7:25 in the drop-off lane in the parking lot or in front of the main entrance(canopy). There is no supervision available until 7:25am. If they arrive prior to 7:25 students will need to wait in the vestibule. Please assure your child(ren) dress appropriately for the weather.
2. **Doors automatically open at 7:25** and students may enter at that time.
3. Please make sure to have your child at school before the start time. During this time we focus on breakfast, morning jobs, purposeful play, building classroom connections and getting settled in for the day.
4. **Late arrivals-** Parent/Guardians **please sign your student in** at the office on the tablet. While you sign them in, please have your child proceed to class.

END OF DAY PICK-UP

1. Students who are being picked up at the end of the day are dismissed at 2:15 to walk out to the flagpole near the parking lot.
2. Main doors unlock at 2:10 if you prefer to park and enter the building upon pick up instead.

CONTACT INFORMATION

- **Attendance Line: 763.682.8401**
- **Health office: 763.682.8408**
- **Main office: 763.682.8400**
- **Dr. Nelson: 763.682.8426**
- **Vision Transportation: 763.682.3232**

CHANGES TO END OF DAY TRANSPORTATION

- Please call the school office at 763.682.8400 before 1:00PM with any changes to end of day transportation plans for your child to ensure their safety.
- You may get in the habit of letting the teacher know, but our teachers are not regularly able to check their email while teaching.



ATTENDANCE

Regular daily attendance is important to school success. It is critical for students to have consistent attendance in order to be successful and have a positive learning experience.

- **If your child is ill or must miss school**, please utilize the following options to report their absence:
 - call the school office/attendance line at 763.682.8401 and leave a detailed message stating:
 - student first and last name
 - teacher name
 - Reason for absence
 - Login to parent portal and submit the absence under absence requests.
 - Detailed instruction are available on page 5!



Parents will be contacted at work or home if an absence is not reported.

ITEM DROP OFF

To prevent classroom interruptions, if you are dropping something off for your child please:

- Mark the item with the student's full name
- Teacher's name
- Leave it with Mrs. Rozeske at the front desk so she can get it to your student at a convenient break in the teaching schedule

PARENT & VISITOR INFORMATION

1st week of School

- We know having positive transitions to and from school, especially during the first few days, are very important and can look different for every student.
- Parents may walk with their child to the classroom for the first week of school without signing in.
- After the first week, we ask parents to stop into the office and sign in.

Daily

- To enter the building for any reason during the school day, visitors are required to enter through the main office to **sign in and obtain a visitor's badge**.

Volunteering

- All classroom volunteers/field trip chaperones are **required to have a background check** done through the BHM system.
- If you wish to volunteer in a classroom setting, please reach out to your child's teacher directly regarding scheduling.
- To **complete a background check, please contact Mrs. Rozeske** in the office at crozeske@bhmschools.org

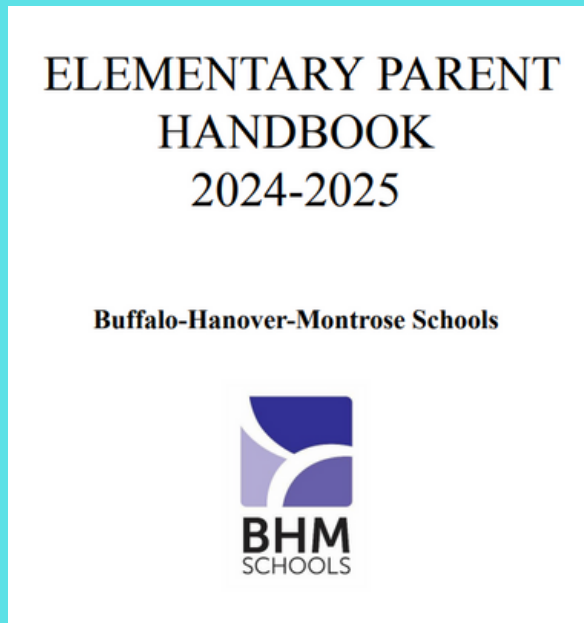
BACK TO SCHOOL

RECESS/LUNCH SCHEDULE

- **10:30 am**- K-1-2 Recess
- **10:45-11:10 am**- K-1-2 Lunch
- **11:15 am** 3-5 Recess
- **11:30-11:55 am**-3-5 Lunch



DISCOVERY ELEMENTARY PARENT HANDBOOK



To view the handbook, please [click here!](#)

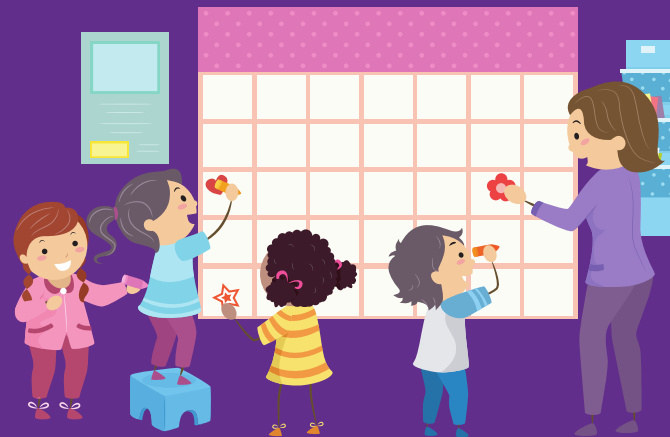
WEBSITE/FACEBOOK INFO



[Click here!](#)

facebook

[Click here!](#)



IMPORTANT UPCOMING DATES

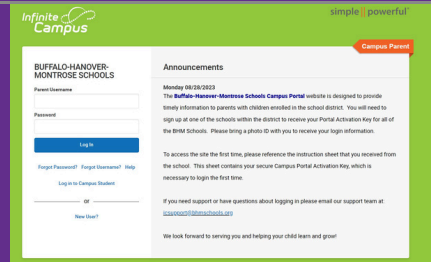
- **Open House/Ice Cream Social-** Tuesday, August 27th- 5-7pm
- **1st Day of School Grades K-5 (last names A-K)-** Tuesday, Sept. 3rd
- **1st Day of School Grades K-5 (last names L-Z)-** Wednesday, Sept. 4th
- **School in session for ALL students-** Thursday, Sept. 5th
- **Picture Day for Students/Staff-** Wednesday, September 18th
- **Annual Required Lockdown Drill-** Wednesday, September 18th (more details below)
- **Family Fun Night-** Thursday, October 3rd (more details below)
- **Early Release Day-** Friday, October 4th (early release at 12:15)
- **Fall Break (No school)-** Wednesday-Friday, October 16-18
- **Retake Picture Day-** Tuesday, October 22nd (For absences or retakes. Must bring back picture packet if getting retakes)
- **Conference Night 1-** Tuesday, October 29th
- **Early Release Day-** Friday, November 1st (early release at 12:15)
- **K-8 Teacher Workshop-No School-** Monday, November 4th
- **Conference Night 2-** Thursday, November 7th

Portal Absence Request for Parents

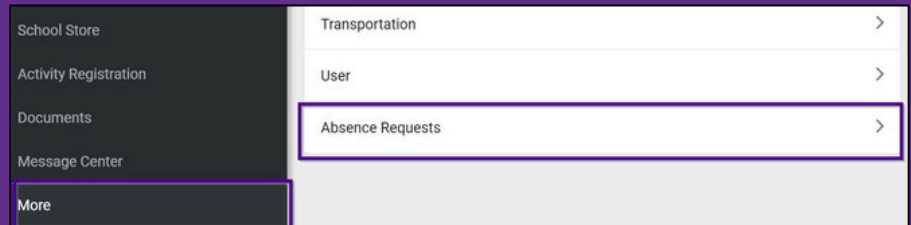
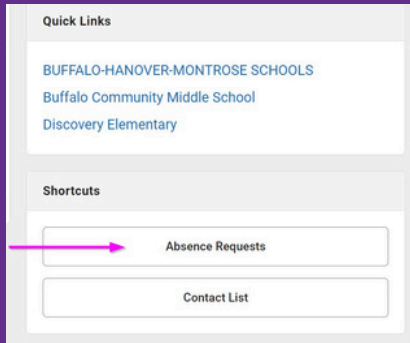
Parents and guardians can use the Absence Request tool to submit a request that informs the office in advance when their student is not going to be in school. After the request is processed, Campus creates an attendance record for the student.

Step 1: Log in to Parent Portal

Don't have an account?
Contact your building secretary!

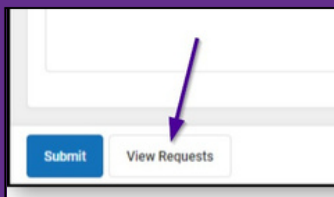


Step 2: Click Absence Requests (or more in the menu, then Absence Requests)



Step 3: Enter the absence(s)

Step 4: View Requests to see Status



Last Name	First Name	Start Date	End Date	Status
Anderson	Shiloh	06/04/2019	06/07/2019	Pending
Anderson	Shiloh	06/10/2019	06/10/2019	Approved
Anderson	Shiloh	06/12/2019	06/12/2019	Approved

Pending = Parent Submitted, School Approval Pending / Approved = School Approved

To Delete Requests:
Only available before
School Processing

VOLUNTEERS WANTED!



Help with a variety of Tasks/Events
throughout the year

- PARENTS/GUARDIANS
- GRANDPARENTS
- DISCOVERY ALUMNI
- OTHERS!

- FAMILY FUN NIGHT
- BOOK FAIRS
- READ-A-THON
- ETC.

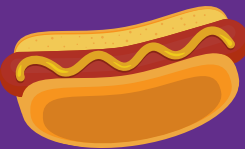


SCAN ABOVE OR [CLICK HERE](#)
TO SIGN-UP FOR
VOLUNTEER OPPORTUNITIES





FAMILY FUN NIGHT
THURSDAY, OCTOBER 3RD
4:30-7:00 PM



What: Discovery Elementary Family Fun Night
When: Thursday, October 3rd from 4:30-7:00 pm
Who: Open to the public
Where: Discovery Gymnasium

- Silent Auction
- Inflatables
- Bingo
- Fun games and activities:
 - Temporary tattoos
 - Duck pull
 - Ring Toss
 - Basketball Shoot
 - Crazy Hair
 - Other carnival style games
 - Food/Ice Cream for purchase by What's the Scoop?

The goal of Family Fun Night is for everyone to have FUN,
 and the staff will be adding to the fun by running the individual games!

Pre-sale tickets will be available in the DES office starting Monday, September 30th





ANNUAL REQUIRED LOCKDOWN DRILL WEDNESDAY, SEPTEMBER 18TH

In previous years, schools have been required to conduct 5 lockdown drills annually with students. Schools are still required to practice 5 lockdown drills, but new legislation recommends that not all are conducted with students present.

- BHM schools will conduct **1 lockdown drill with students** each fall, so the lockdown drill on **Wednesday, September 18th at 1:45** will serve as our annual student training.
- Lockdown drills consist of:
 - all building and classroom doors being locked
 - lights off
 - students sitting quietly away from doors and windows until the all clear is given
 - Lockdown drills generally take approximately 5 minutes.
 - Students and staff will be given notice prior to the drill starting as well as reminders about the purpose of the drill.
 - Students will also have the opportunity to ask questions and debrief after the drill concludes.

Please note: If you choose to opt your student out of this drill, contact your school's attendance line at before the date of the drill, so we know the reason for the absence.