Message From the Principal

Dear Columbine Hills Parents,

We are off to a great start! It has been an exciting first few weeks of school. Students have been coming to school ready to learn each and every day. Students and staff are living our school’s mission of “Aiming for Success, Believing...Together We Can!”

I have been visiting classrooms talking with students about what “success” looks like. Our students understand that success is more than just achievement with academics, but it is also the impact of our daily actions on one another. I know that our students will be very successful this year both academically and socially.

Celebrating student success is an important component of our Columbine Hills Community. This year we will continue to celebrate student growth and achievement in writing through our writer of the month awards. Each month one student from each class will be selected as the “Writer of the Month” and will have their writing hung in the front hallway for everyone to read. Students will also be recognized in front of their classmates on the fourth Friday of the month.

We will also continue to recognize students through our B.U.G. award sponsored by The Littleton Breakfast Optimist Club. The purpose of this award is to honor students every month for improvement in their total academic experience. Students selected for this award have shown academic improvement during the month, have good attendance and model appropriate behavior. Students are recognized in their classrooms on the third Friday of the month for the B.U.G. award.

continued...
Message From the Principal, continued

If you are looking for ways to get involved at Columbine Hills, there are many opportunities for you to do so. Our first School Accountability meeting will be held on September 11th at 5:30pm followed by our PTA meeting at 6:30pm. Childcare will be provided for both meetings. We would love to see you at one or both of these meetings.

We are always looking for parent volunteers to help out at Columbine Hills. If you are interested in being a volunteer this year, please contact your child’s teacher. We do ask that you complete a volunteer confidentiality form each year. This form is available in the front office.

As your principal, I am committed to a successful and positive elementary school experience for your child. I welcome any questions, concerns or comments anytime. Please feel free to send me an email or contact me at (303)982-5540.

Sincerely,
Christa Wilson
Principal
Christa.wilson@jeffco.k12.co.us

School Accountability Team

The school-level accountability committee (SAC) serves in an advisory role to the school principal. The school’s principal is ultimately responsible for ensuring compliance with all Federal, State and District requirements and meeting the academic performance expectations defined by Jeffco Public Schools. This committee will meet the second Monday of each month at 5:30pm prior to our school’s PTA meeting. Our first meeting will be Monday, September 11th. I will be sharing our 2016-2017 state assessment data. We hope to see you there!
Summer Improvements to CHE!

This summer district and school staff worked hard to continue to improve our school. Our custodial crew, led by our facility manager, Evan Pasco, worked to ensure that our building was cleaned top to bottom for our students and staff. We appreciate their hard work and dedication to making CHE a clean and safe environment for students.

Throughout the summer, construction crews were working on a new cooling system for the portion of our building were we have our intermediate classrooms. This project was completed on time and is a great improvement to our school. We thank all who continue to partner with us to ensure our school is the best it can be for the students of Columbine Hills.
Summer Eagle Project Will Make Recess Time Fun!

This summer, Tyler Russell a high school student, completed his Eagle Scout project at Columbine Hills. The goal of Tyler’s Eagle Project was to provide alternative activities for students and help keep them active at recess time. The Boy Scout group painted colorful games on our blacktop for students to enjoy. The games incorporate physical activity while also practicing some academic skills as well. We are thankful for the hard work of the Boy Scout Troop 989.
School Attendance is Important!

Attendance is the responsibility of the student, the parents, and the school. The importance of regular, daily attendance as a basis for academic achievement cannot be over-emphasized. Absences have a negative effect upon instructional continuity, regardless of the attempts to make up work. Our school has designated a target goal of 96% attendance this year and reviews attendance monthly to ensure all students are helping to meet our goal.

There are two types of absences - **excused and unexcused**. Absences will be excused for illness, family emergencies, and religious holidays. Absences for any other reason such as missing the bus, bad weather, waking up late, staying out late the night before and no excuse at all are **unexcused**.

Families are expected to plan family outings and vacations in conjunction with school holidays. If your child will be absent more than two days for a scheduled absence, a **pre-arranged absence form must** be completed 3 days prior and turned in to the office for approval. Approvals will **only** be granted to students with good attendance and good academic standing. If not approved, the absences will be marked as unexcused.

Doctor and dentist appointments should be scheduled after school hours. If you take your student to the doctor, we recommend requesting a note for your child’s attendance file.

We appreciate your help in making sure your child is at school on time!

---

**6th Grade Transition**

If you would like more information about Jeffco's upcoming transition of 6th grade to middle school, please use the following link:

Welcome Back Columbine Hills Elementary Community!

Our school year is off to a great start! This year the Columbine Hills PTA sponsored a BBQ in conjunction with Back to School Night. This was a fun way to reconnect with families and friends. New students and families were able to see the wonderful community we have at our school. We appreciate the help and support of the Columbine Kiwanis Club and Sola Church who volunteered to serve at this event. We also thank Safeway, King Soopers and Costco for their donations to the BBQ.
**Food and Nutrition Services A La Carte Offerings 2017-18**

Jeffco Food and Nutrition Services offers a la carte offerings daily to our students. A la Carte include single items offered in addition to or separate from the reimbursable meal such as: bottled beverages, milk, extra entrees, snack items, etc. Snacks must meet all Federal regulations regarding nutritional standards. These standards include:

| Calories   | • Snacks Items: less than or equal to 200 calories  
|            | • Entrée Items: less than or equal to 350 calories  |
| Sodium     | • Snack Items: less than or equal to 230 mg       
|            | • Entrée Items: less than or equal to 480 mg       |
| Total Fat  | • <35% Calories from Fat                         |
| Saturated Fat | • <10% Calories from Saturated Fat                |
| Trans Fat  | • Zero grams per serving                          |
| Sugar      | • <35% Sugar (by weight)                          |

Snack items must be whole grain or the first ingredient must be a fruit, vegetable, dairy or protein food.

We understand and support each family’s decision to allow or not allow their child(ren) to purchase additional a la carte items. If you choose to limit your child’s purchase of a la carte, please let us know your direction below. Do not complete if no changes are needed.

***************************************************************

Student name (please print) ______________________________________________________________

Student ID Number ____________  Student School ________________________________

☐ May use his/her student meal account for a la carte purchases with the following limits:
  ☐ Limit to $ ________ a day or
  ☐ Limit to ___ times a week

☐ Cash only snack purchases

☐ Other directions (different from the list above, please list below):
  __________________________________________________________________________

Parent or Guardian Signature ___________________________________________  Date ____________

Please return to your Cafeteria manager
Дополнительное питание в школах Jeffco в 2017-2018 гг

Служба питания государственных школ Jeffco ежедневно предлагает студентам дополнительные блюда на заказ. Блюда на заказ включают отдельные позиции, предлагаемые в дополнение или отделно от оплачиваемого питания, например, бутированные напитки, молоко, дополнительные блюда, закуски и т.д. Закуски должны соответствовать федеральным правилам относительно норм питания. Данные нормы учитывают:

<table>
<thead>
<tr>
<th>Калорийность</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Взрослые: 200 калорий и менее</td>
</tr>
<tr>
<td>• Основные блюда: 350 калорий и менее</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Содержание соли</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Взрослые: 230 мг и менее</td>
</tr>
<tr>
<td>• Основные блюда: 480 мг и менее</td>
</tr>
</tbody>
</table>

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<tr>
<th>Общее содержание сахара в продуктах</th>
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</thead>
<tbody>
<tr>
<td>&lt; 35 % калорий из жиров</td>
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</tbody>
</table>

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<thead>
<tr>
<th>Насыщенные жиры</th>
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</thead>
<tbody>
<tr>
<td>&lt; 10 % калорий из насыщенных жиров</td>
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<tr>
<th>Сахароза</th>
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<tr>
<td>&lt; 0 гр (не порция)</td>
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<table>
<thead>
<tr>
<th>Содержание сахара</th>
</tr>
</thead>
<tbody>
<tr>
<td>&lt; 35 % сахара (по весу)</td>
</tr>
</tbody>
</table>

Закуски должны быть приготовлены из цельного зерна, либо их основными ингредиентами должны быть фрукты, овощи, молочные или белковые продукты питания.

Мы понимаем и поддерживаем решение каждой семьи разрешать или не разрешать ребенку приобретать дополнительные блюда на заказ. Если вы решили ограничить покупку порционных блюд вашим ребенком, пожалуйста, сообщите нам о своем решении ниже. Не заполняйте, если изменения не требуется.

*******************************************************************************************************

Имя учащегося (печатными буквами) __________________________________________

№ удостоверения учащегося ______________________ школа учащегося ______________

☐ Может использовать свой школьный счет на питание для покупки блюд со следующими ограничениями:

☐ ограничение до _______ с в день; или

☐ ограничение до ______ раз в неделю;

☐ покупка закусок только за наличные;

☐ другое (укажите, если отличается от перечисленного выше):

____________________________________________________________________________

Подпись родителя или опекуна ________________________________________________

Дата

Вернуть менеджеру кафетерии
Các Món ăn theo Yêu cầu của Ban Dịch vụ Thực phẩm và Dinh dưỡng 2017-18


| Lượng calorie | • Các món ăn nhẹ: thấp hơn hoặc bằng 200 calorie  
|              | • Các món ăn chính: thấp hơn hoặc bằng 500 calorie  |
| Natri         | • Các món ăn nhẹ: thấp hơn hoặc bằng 230 mg  
|              | • Các món ăn chính: thấp hơn hoặc bằng 480 mg  |
| Tinh béo      | <35% Calorie từ Chất béo  |
|abhängig       | <10% Calorie từ Chất béo Bào hòa  |
| Nghiện        | Không gras lo khi.Basic phân  
| đường         | <35% Đường (theo lượng đường)  |

Các món ăn nhẹ phải làm từ các nguyên liệu và sản phẩm thực phẩm tự nhiên, đảm bảo chất lượng.

Chuẩn bị khẩu phần và tổng hợp quyết định của mỗi gia đình đối với việc chế phẩm hay không chế phẩm (các) con của họ mới thêm các món ăn theo yêu cầu. Nếu quý vị chọn hạn chế việc chọn quy vị một món ăn theo yêu cầu, hãy cho chúng tôi biết hướng dẫn của quý vị dưới đây. Không hoàn thành phần này nếu không cần thay đổi điểm.

Tên học sinh (việt in hò)
Số ID Học sinh
Trường của học sinh

☐ Có thể sử dụng tài khoản học sinh của mình để mua món ăn theo yêu cầu với những hạn chế sau:
  ☐ Hạn chế ở mức $ ______ một ngày hoặc
  ☐ Hạn chế ở mức _____ lần một tuần
  ☐ Chỉ dùng tiền mặt để mua đồ ăn nhẹ
  ☐ Các hương dẫn khác (khác so với danh sách ở trên, vui lòng liệt kê dưới đây):

Chữ ký con Phạm hay họ hòn Nguyễn giám ho
Ngày

Vui lòng gửi lại cho quản lý Căn tin của trường quý vị.
Sponsorship space in this newsletter is extremely affordable! Reach parents in your local community & a significant portion of your investment goes back to the school! Businesses that want to sponsor this school, please contact TSCA at info@tscaschools.com or 970-239-1641.
### September 2017

#### Columbine Hills Elementary School Newsletter

**Lunch**

<table>
<thead>
<tr>
<th>MONDAY</th>
<th>TUESDAY</th>
<th>WEDNESDAY</th>
<th>THURSDAY</th>
<th>FRIDAY</th>
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<tbody>
<tr>
<td></td>
<td>No School</td>
<td>Choose one entree:</td>
<td>Choose one entree:</td>
<td>Choose one entree:</td>
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<tr>
<td></td>
<td></td>
<td>- Chicken Street Taco</td>
<td>- Cheese and Pepperoni Pizza Variety</td>
<td>- Chicken Nuggets with Dinner Roll</td>
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<tr>
<td></td>
<td></td>
<td>- Hot Dog; All Beef Hot Dog</td>
<td>- Turkey &amp; Cheese Sandwich Variety</td>
<td>- Mozzarella Stuffed Cheese Stick with Marinara</td>
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<td></td>
<td></td>
<td>- Vanilla Yogurt, Granola, String Cheese or</td>
<td>- Granola Cup</td>
<td>- Vanilla Yogurt, Granola, String Cheese or</td>
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<td></td>
<td></td>
<td>- Strawberry Yogurt, Granola, String Cheese or</td>
<td>- Sack Lunch</td>
<td>- Strawberry Yogurt, Granola, String Cheese or</td>
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<td></td>
<td></td>
<td>- Blueberry Yogurt, Granola, String Cheese</td>
<td>- Sack Lunch</td>
<td>- Blueberry Yogurt, Granola, String Cheese</td>
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<td>- Sack Lunch</td>
<td>- Sack Lunch Complement your meal with:</td>
<td>- Sack Lunch Complement your meal with:</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Complement your meal with:</td>
<td>- Corn, Sliced Cucumber, Seasonal Fresh Fruit, Chilled Canned Fruit, Fruit</td>
<td>- Green Beans &amp; Orzo, Baby Carrots, Seasonal Fresh Fruit, Chilled Canned Fruit, Fruit</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Taco Set; Lettuce, Tomato &amp; Jalapeno</td>
<td>- Crispy, Baked French Fries</td>
<td>- Sack Lunch</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Crispy, Baked French Fries</td>
<td>- Sliced Cucumber</td>
<td>- Seasonal Fresh Fruit</td>
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<td>- Seasonal Fresh Fruit</td>
<td>- Chilled Canned Fruit</td>
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<td>- Chilled Canned Fruit</td>
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<td>- Fruit</td>
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</tr>
</tbody>
</table>

**Choose one entree:**

- Tangling Chicken with Brown Rice
- Ham Burger
- Cheeseburger
- Turkey Ham & Cheese Sandwich
- Sack Lunch

**Complement your meal with:**

- Corn
- Peas
- Seasonal Fresh Fruit
- Chilled Canned Fruit
- Fruit

**Choose one entree:**

- Crispy Chicken Sandwich with Bean & Cheese Burrito
- Vanilla Yogurt, Granola, String Cheese or
- Strawberry Yogurt, Granola, String Cheese or
- Blueberry Yogurt, Granola, String Cheese
- Sack Lunch

**Complement your meal with:**

- Corn
- Baby Carrots
- Seasonal Fresh Fruit
- Chilled Canned Fruit
- Fruit

**Choose one entree:**

- Spaghetti and Meatballs with Dinner Roll
- Vanilla Yogurt, Granola, String Cheese or
- Strawberry Yogurt, Granola, String Cheese or
- Blueberry Yogurt, Granola, String Cheese
- Sack Lunch

**Complement your meal with:**

- Crispy, Baked French Fries, Sliced Cucumber, Seasonal Fresh Fruit, Chilled Canned Fruit, Fruit

**Choose one entree:**

- Beef Taco with Brown Rice
- Mozzarella Stuffed Cheese Stick with Marinara
- Turkey Ham & Cheese Sandwich
- Sack Lunch

**Complement your meal with:**

- Refried Beans
- Taco Set; Lettuce, Tomato & Jalapeno
- Seasonal Fresh Fruit
- Chilled Canned Fruit
- Fruit

**Choose one entree:**

- Hamburger or Cheeseburger with Cheese/Pasta
- Vanilla Yogurt, Granola, String Cheese or
- Strawberry Yogurt, Granola, String Cheese or
- Blueberry Yogurt, Granola, String Cheese
- Sack Lunch

**Complement your meal with:**

- Green Beans & Onions, Sandwich Toppings: Fresh Lettuce, Tomato, Pickle
- Chilled Canned Fruit
- Seasonal Fresh Fruit
- Fruit

**Choose one entree:**

- Roast Turkey & Gravy with Dinner Roll
- Macaroni and Cheese with Garlic Roll
- Vanilla Yogurt, Granola, String Cheese or
- Strawberry Yogurt, Granola, String Cheese or
- Blueberry Yogurt, Granola, String Cheese
- Sack Lunch

**Complement your meal with:**

- Mashed Potatoes, Celery
- Seasonal Fresh Fruit
- Chilled Canned Fruit
- Fruit

**Choose one entree:**

- Frito Pie
- Fish Sticks
- Turkey Salon & Cheese Sandwich
- Sack Lunch

**Complement your meal with:**

- Crispy, Baked French Fries
- Baby Carrots
- Seasonal Fresh Fruit
- Chilled Canned Fruit
- Fruit

*continued...*
### September 2017

#### Columbine Hills Elementary School Newsletter

**Lunch**

<table>
<thead>
<tr>
<th>25</th>
<th>26</th>
<th>27</th>
<th>28</th>
<th>29</th>
</tr>
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<tbody>
<tr>
<td><strong>Choose one entrée:</strong></td>
<td><strong>Choose one entrée:</strong></td>
<td><strong>Choose one entrée:</strong></td>
<td><strong>Choose one entrée:</strong></td>
<td><strong>Choose one entrée:</strong></td>
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<tr>
<td>• Teriyaki Chicken</td>
<td>• Chicken Street Taco</td>
<td>• Cheese and Pepperoni Pizza Variety</td>
<td>• Chicken Nuggets with</td>
<td>• Breakfast Sausage with</td>
</tr>
<tr>
<td>• Brown Rice</td>
<td>• Hot Dog Dig Dig Dog All Beef Hot Dog</td>
<td>Turkey &amp; Cheese Sandwich</td>
<td>Dinner Roll</td>
<td>French Fried Sticks</td>
</tr>
<tr>
<td>• BBQ Pork Sandwich</td>
<td>• Vanilla Yogurt, Granola, String Cheese or</td>
<td>Granola Cup</td>
<td>Mozzarella Stuffed Cheese Sticks with</td>
<td>• Cheese Enchiladas</td>
</tr>
<tr>
<td>• Turkey &amp; Cheese Sandwich</td>
<td>• Strawberry Yogurt, Granola, String Cheese or</td>
<td>Sack Lunch</td>
<td>Minestrone</td>
<td>• Turkey &amp; Cheese Sandwich</td>
</tr>
<tr>
<td>• Sack Lunch</td>
<td>• Blueberry Yogurt, Granola, String Cheese</td>
<td>Complement your meal with:</td>
<td>Sack Lunch</td>
<td>Sack Lunch</td>
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<tr>
<td>Complement your meal with:</td>
<td>• Taco Side, Vegetable &amp; Juice</td>
<td>• Corn</td>
<td>Complement your meal with:</td>
<td>Complement your meal with:</td>
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<tr>
<td>• Baked Beans</td>
<td>• Crispy, Baked French Fries</td>
<td>• Sliced Cucumber</td>
<td>• Green Beans &amp; Onions</td>
<td>• Steamed Broccoli</td>
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<tr>
<td>• Baby Carrots</td>
<td>• Seasonal Fresh Fruit</td>
<td>• Seasonal Fresh Fruit</td>
<td>• Baby Carrots</td>
<td>• Peas</td>
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<td>• Seasonal Fresh Fruit</td>
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**Drinks:**
- Ice Cold Milk
- Skim Milk, 1% Whole Milk, Chocolate Skim Milk

**Pizza Varieties:** Black Jack Cheese Pizza, Black Jack Pepperoni Pizza, Pizza Hut Cheese Pizza, Pizza Hut Pepperoni Pizza, Domino's Cheese Pizza, Domino's Pepperoni Pizza, Cheese Pizza, Pepperoni Pizza, Big Daddy's Cheese Pizza, Big Daddy's Pepperoni Pizza

**Seasonal Fresh Fruit:** Fresh fruit choices may vary by site, availability, and seasonality of produce. Nectarines, Fresh Plums, Fresh Peaches, Cantaloupe, Fresh Strawberries, Clementine, Tangerine, Watermelon, Fresh Pears, Fresh Oranges, Red Apple, Gold Apple, Banana, Grapes, Kiwi

**Chilled Canned Fruit:** Fruit choices may vary by site and availability of fruit. Applesauce, Applesauce Cup, Mandarin Oranges, Mixed Fruit, Sliced Peaches, Diced Peaches, Sliced Pears, Pineapple Tidbits, Blueberries

**Condiments:** Daily availability of condiments varies. Chowda, Ketchup, Mustard, Mayo, Ranch Dressing, Italian Dressing

**Menus are Subject to Change** based on product price and availability.


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Advertising in this newsletter does not imply endorsement by the school or district.
### SPECIALS ROTATION SCHEDULE

#### 2017-2018

<table>
<thead>
<tr>
<th>TIME</th>
<th>ART</th>
<th>MUSIC</th>
<th>PE</th>
<th>ART</th>
<th>MUSIC</th>
<th>PE (Bierzychudek)</th>
<th>ART</th>
<th>MUSIC</th>
<th>PE (Gonzales)</th>
</tr>
</thead>
<tbody>
<tr>
<td>8:20-9:05</td>
<td>Grade 6</td>
<td>Grade 6</td>
<td>DC/Leawood</td>
<td>L</td>
<td>Grade 6</td>
<td>Grade 6</td>
<td>Grade 6</td>
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<td></td>
<td>Bower - A</td>
<td>Bower – B</td>
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<td>Bower – A</td>
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<td>Bower – A</td>
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<td>Grade 6</td>
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<tr>
<td>9:10-9:55</td>
<td>Grade 4</td>
<td>Grade 4</td>
<td>DC/Leawood</td>
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<td>10:00-10:45</td>
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<td>DC/Leawood</td>
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<td>Grade 5</td>
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<td>Tapsfield</td>
<td>McIntyre</td>
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<td>Tapsfield</td>
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<td>McIntyre</td>
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<td>Tapsfield</td>
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<tr>
<td>10:50-11:35</td>
<td>SPECIALS PLANNING</td>
<td>SPECIALS PLANNING</td>
<td>DC/Leawood</td>
<td>W</td>
<td>SPECIALS PLANNING</td>
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</table>

Students will be on a 3 day rotation. Please note that each ROTATION consists of THREE consecutive school days.

- **Rotation 1**: September 1, 13, 14, 15, 26, 27, 28
- **Rotation 2**: September 5, 6, 7, 18, 19, 20, 29
- **Rotation 3**: September 8, 11, 12, 21, 22, 25
# Emergency Situations at School

**Information for Families**

Jeffco Public Schools is committed to ensuring the safety and security of our students, staff, and visitors. Take a moment to review this guide to ensure you are prepared in the event of an emergency situation at school.

<table>
<thead>
<tr>
<th>What are the types of actions a school might take in the event of an emergency?</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>LOCKDOWN</strong></td>
</tr>
<tr>
<td>Ordered when there is a threat inside the building. Students and staff are secured in the school. School staff does not communicate during a lockdown. Parents are not allowed on site during a lockdown.</td>
</tr>
</tbody>
</table>

- Some situations may require a combination of actions above.
- School/district staff train yearly on emergency protocols and situation management.
- Students take part in drills throughout each school year.

### What emergencies might impact a school? Which actions are taken?

- **Severe weather** - Schools may shelter until weather passes, could delay release of students at end of day until safe to exit building.
- **Fire or Hazmat Situation in the Area** - Evacuate or Shelter, depending on location and severity of fire/hazmat issue.
- **Threat of Violence or Weapon on a Person** - Lockout, Lockdown, or Evacuation, depending on the situation.
- **Intruder** - Requires an immediate Lockdown; an emergency notification will be sent to parents by the district with any instructions.
- **Police Activity in the Area** - Usually a Lockout; action may be taken at the direction of law enforcement or any staff member at the school.

### What do I need to know, do, and not do?

- **If you’re at a school and an emergency occurs**, follow protocol with students and staff.
- **We know families want information right away.** Our experience has taught us initial information is almost always incorrect. Please know, our security and administrative staff are working hard to determine what the real situation is and will communicate with families as soon as information is verified as accurate and next actions have been determined.
- **Do not call the school or security staff**, as they are working on the situation and ensuring your student’s safety. Do not go to the school; this may interfere with procedures. Only public safety personnel will be allowed into/into a school during an emergency situation.
- **We understand you may want to communicate with your student during an emergency**, however, please refrain from calling; it may prevent him/her hearing important, possibly life-saving, instructions.
- **It is vital** parents and guardians keep their information updated in **JeffcoConnect**. We will utilize email, text messaging, and phone calls to communicate with you.
- **The fastest way to get information in an emergency situation** is to follow us on Twitter (@JeffcoSchoolsCo) and Facebook (@JeffcoPublicSchoolsColorado). It is our **first and fastest** means of getting messages out. Also, check our website for alerts posted on the main page.

[www.jeffco.k12.co.us](http://www.jeffco.k12.co.us)
Columbine Hills Elementary School “Home School Connection”
Please return to Christa Wilson, Principal

I have a question, a concern or something positive to share:

___________________________________________________________________________
___________________________________________________________________________
___________________________________________________________________________
___________________________________________________________________________
___________________________________________________________________________
___________________________________________________________________________

This information is optional:

Name:__________________________________________________

Daytime Phone:___________________________________________

We would like to give you an opportunity to share your appreciation of our staff by using this form below. Simply return the form to the office.

Staff Appreciation

Dear _________________________,

___________________________________________________________________________
___________________________________________________________________________
___________________________________________________________________________
___________________________________________________________________________
___________________________________________________________________________
___________________________________________________________________________