



SWIGERT
INTERNATIONAL SCHOOL



SWIGERT INFO PACKET



720-424-4800 main
720-424-4740 attendance



School Hours: 8:10-3:10
Office Hours: 7:40-3:40



<https://swigert.dpsk12.org/>



Family Facebook Group



3480 Syracuse Street | Denver, Colorado 80238



IMPORTANT CONTACTS 2025-2026

Shelby Dennis	shelby_dennis@dpsk12.net	Principal
Amber Holthus-Pera	amber_holthus-pera@dpsk12.net	Assistant Principal
Richard Fisher	richard_fisher@dpsk12.net	Dean of Operations
Emily Pool	emily_pool@dpsk12.net	Community Liaison
Hannah Bickford	hannah_bickford@dpsk12.net	Office Support
Krystie Warlum	kwarlum@dpsk12.net	Office Support
Hoang Tran	hoang_tran@dpsk12.net 720-424-4803	School Nurse
Aisha Kindred DiscoveryLink	aisha_kindred1@dpsk12.net 720.692.7976	DiscoveryLink, Enrichments
PTA	president@swigertpta.com www.swigertpta.com	Volunteer, Fundraising, Spirit Wear
Main Office	720-424-4800	
Attendance Line	720-424-4740	
Bus Transportation	720-423-4699 https://transportation.dpsk12.org/	

COMMUNICATIONS

Weekly Eagle Post – all families will receive a weekly emailed newsletter that includes a message from our Administrators, school news and information on upcoming events and happenings.

“Friends of Swigert International School” Facebook Page - our members-only Facebook page is updated daily and includes information about school events and things our students are working on. (www.facebook.com/groups/friendsofswigert) or scan the QR code below



Teacher Communications – Teachers send classroom-specific communications at least every other week. Most often, this is an email that includes what students are working on in class, questions you can ask your students about what they’re learning, and upcoming important events.

Calendar – We have enclosed a printed version in this folder. Our school calendar is posted in PDF and electronic form on our website at <https://swigert.dpsk12.org/calendar/>. At the bottom of the page, you will find instructions on how to sync up our electronic Google calendar with your personal device.

IMPORTANT INFORMATION

Annual Registration: Opens Monday, May 5th - 23rd and then again after July 28th.

Congratulations! You have a secured spot at Swigert for the 2025-2026 year unless you opt out. Although your acceptance is official, **every family must complete online registration**. This is the annual process of providing and updating student and family information on file, including emergency contacts, health information and more.

Registration can only be completed by the parent/guardian listed in the primary household of the student record. Parents/guardians must have an active DPS Parent Portal account to participate or create an account at myportal.dpsk12.org. You will need DPS Student ID numbers for the process – please email our secretary, Hannah Bickford or Emily Pool, to get those Student ID numbers. Once you have an account, log in any time in late July (specific date to come) to complete your registration. The following link will take you to navigation guides:

<https://schoolchoice.dpsk12.org/o/schoolchoice/page/online-registration>

Who’s my Teacher?

On meet the teacher night on Thursday, August 14th, the class lists will be on the classroom windows and you’ll be able to drop off your supplies in the classroom, meet your teacher, and sign up for volunteer opportunities in your child’s classroom and schoolwide. Many teachers will be sending a welcome email earlier in the day.

Breakfast and Lunch

All breakfast and lunches are free! You can find the monthly menus in several places:

- <https://www.dpsk12.org/o/foodservices/page/menus>
- <https://www.schoolcafe.com/DPS>
- school cafe app
- <https://swigert.dpsk12.org/parent-resources/lunch-breakfast/>

We also post them on our website and weekly in the family facebook group. Your student will tell their teacher each morning if they are having a hot lunch or bringing one from home. ECE families will pick lunches a week at a time on Mondays.

DiscoveryLink Before and After School Care

DiscoveryLink provides childcare at Swigert for all families Monday-Friday from 6:30-8:10 AM and/or after school from 3:10-6 PM. Registration for Discovery Link at Swigert opens May 17th at 6am. <http://discoverylink.dpsk12.org>. Once you've registered, you will be eligible to select your needed dates and times on a month-to-month basis. Please contact the Swigert Discovery Link administrator, Aisha Kindred at aisha_kindred1@dpsk12.net or 720.692.7976.

Bussing

Students must reside more than one mile from the school to be eligible or must complete an online Exception Request form via Parent Portal to request transportation if they do not meet eligibility requirements. DPS is requiring anyone who is eligible for bus transportation to Opt In, as well as anyone who has previously completed an Exception Request to fill out a new one every year. To Opt-in (or complete the Exception Request), log into Parent Portal and click on Transportation. Once transportation has been assigned, you can find route information (stop location, route number and arrival/pick-up time) on the Transportation link in Parent Portal. If you do not see route information before the start of school, please email transportation@dpsk12.net and include your student's ID number. You can also contact hannah_bickford@dpsk12.net with questions, although Swigert is not made aware of details until just before school begins.

First Week of School

School starts on Monday, August 18th. Students will be released at noon on the first two days. Lunch will not be served, but we have bus transportation. The two half-days will allow teachers to schedule afternoon assessments for each student. Parents will sign up for assessment times either during our Meet the Teacher Night on Thursday, August 14th or through an email from your teacher.

Drop Off/Pick Up Procedures

Swigert's 2025-2026 hours are from 8:10 AM until 3:10 PM, unless your student is a morning bus rider. Morning bus riders arrive by 7:40 and have a 20-minute supervised reading time in the library. Free breakfast is available for all students each morning as a grab and go. We have a soft start, meaning you have from 7:55 until 8:10 to arrive at school. You can park in either parking lot and walk your student to the playground. There are also staff present if you prefer to use the kiss and go lane. This is for quick dropping off – no parking or stopping in the kiss and go lane. After school, students will be escorted to buses or taken by teachers to the playground for parent pick-up. ECE students must be checked into and out of the classroom. You may pick up your ECE child at 3:05pm so that you may get to the playground to pick up any older students.

Family Backpack Program and Critical Needs Supports

Swigert maintains a food pantry and collects clothing and toiletry items throughout the year to support our families. If you would like additional information about receiving food items over weekends and holidays, or if you have specific family support needs, please contact Richard Fisher at richard_fisher@dpsk12.net.

After-School Enrichments

DiscoveryLink offers after-school enrichment activities in the fall, winter, and spring. They are typically once a week classes and 6-week sessions. Examples of classes that have been offered in the past are cooking, chess, hula hooping, yoga, although they change quarterly. A list of classes and associated costs will be published at the beginning of each quarter. You can sign up for as many as you like depending on your schedule.

Teacher Conferences

Teacher conferences are held three times during the school year. The first conference takes place in October. A mid-year conference is based on need and your teacher will reach out to you if they need to meet with you, and our end-of-year conferences are student-led and teacher supported. This has been a wonderful way for students to reflect on their accomplishments and share with you all they've learned.

Parent Volunteers and Involvement

Swigert welcomes volunteers! There are a variety of ways you can give time to the school: PTA committees, attending Student Accountability Committee (SAC) meetings, our Diversity, Equity, and Inclusion Committee, volunteering in the classroom (room parent, party organizer, reading group leader, etc), helping with the school garden, or sharing your experiences and talents with students. We ask that you give teachers the first month of school to establish routines in the classroom, and then check in with your teacher about what their needs are and volunteer away! You can also look for volunteer sign-ups at school events like Meet the Teacher and Back to School Nights, or email our community liaison, emily_pool@dpsk12.net.

Swigert Spirit Wear

Spirit Wear can be purchased online at <https://www.swigertpta.com/spirit>. Swigert PTA will also set up Spirit Wear tables at school events like Meet the Teacher Night, Back to School Night, and the Welcome Breakfast.

Yearbook

Daphne Jolley, a school paraprofessional, creates a school yearbook that's available for purchase in the Fall with delivery in the Spring. Stay tuned for details in a fall Eagle Post for more details.

School Supplies

School supplies can be purchased through our vendor, EPI:

<https://www.educationalproducts.com/ShopPacks/>. They will be available for purchase through **June 22nd** and our PTA will get a small portion of the profits. If you prefer to do your own shopping, you can find supply lists by visiting the same link and clicking on your grade level for next year. We will also have printable lists online. We do a lot of supply sharing in most grades, so with the

exception of your backpack, lunchbox, and headphones, please don't label or get attached to your certain supplies.

MySchoolBucks Payment Account

Make school payments for items like ECE tuition, field trips, lunch snacks provided on Fridays, and school fees by creating a MySchoolBucks account. This can be accessed through Parent Portal by going to the "Pay for Student Meals & Fees Online" link, or find more information about the program here: <https://payonline.dpsk12.org/>

Dine and Donate

Watch our website, the Eagle Post, and our Facebook page for upcoming Dine and Donate opportunities. You simply order or eat out at a variety of restaurants, and they donate a certain percentage back to Swigert.

UPCOMING EVENTS

Summer Playdates – dates in August TBA

We have two New Family Playdates scheduled in August to give parents and kids a chance to meet classmates and other families and to feel more comfortable on the first day of school. Just come to the playground for hanging out and popsicles. Current Swigert families are encouraged to come!

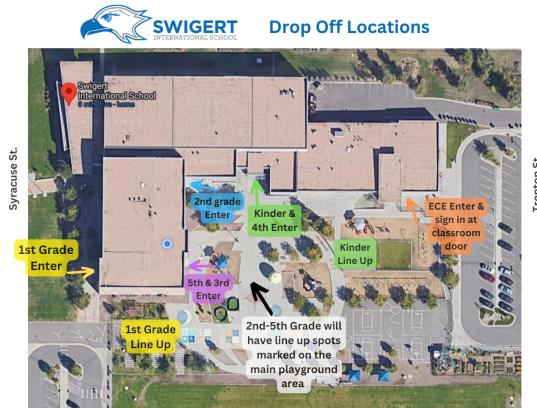
Meet The Teacher Night – Thursday, August 14th, 5-6 PM

Join us at Swigert to find out who your teacher and classmates will be for the year! You'll have an opportunity to say hello to your new teacher, see your classroom, sign up for an assessment time (during the first two days of school in the afternoons), let teachers know your child's plan for getting to and from school, and pick up any other pertinent information about the start of the year. The PTA will sell Spirit Wear and administrators will be making their way around to say hello. You can also bring your school supplies to drop off in the classroom!

August 18th First Day, Annual Walk to School

We will have our annual park to school walk on the first day. We will gather at 7:45am at the park at 35th and Xanthia Court. We will begin our walk to school at 7:50am. Parents and siblings are welcome to join us for this walk. ([map](#))

If you are unable to join the walk, no problem. Staff will be out on the playground ready to greet your children and help them get to their classroom lines. Buses will be running their regular routes for both arrival and dismissal at noon. Here's the map for our normal drop off locations:



PTA Welcome Back Breakfast – Saturday, August 23rd, 8:30-10:30 AM

Join the Swigert staff and PTA for a Welcome Breakfast for all Swigert Families on Saturday, August 28th. It takes place on the Swigert playground and includes food from local restaurants, fun activities for the kids, and a chance to get to know other Swigert families.

Back to School Night – Thursday, August 28th

Back to School Night is a parent/guardian-only event to hear about your teacher's plans for the school year, student expectations, general school information and an opportunity for you to ask questions. You will also have the opportunity to sign up to be the room parent or offer to help with the parties throughout the school year. The night is divided into 2 sessions if you have more than one student.



8:05-8:30	Arrival
8:30-8:45	Morning Meeting
8:45-9:30	Recess/Snack
9:30-10:30	Free Choice
10:30-11:00	Large/Small Groups
11:00-11:25	Recess
11:25-11:55	Lunch
12:00-12:45	Rest time
12:45-1:45	Free Choice
1:45-2:15	Centers
2:15-2:30	Snack
2:30-3:00	Recess
3:00-3:05	Pack up/Dismissal



8:10	Morning Meeting
8:25	Skills Block/Reading
9:30	Snack Recess
10:00	Skills Block/Writing
11:10	Lunch & Recess
12:00	Read & Relax
12:15	Math
1:20	Specials*
2:05	Recess
2:30	Free Choice

*Specials are on a 2-week rotation of STEM, Art, Music, Spanish, and PE.

*They also go to the library once every two weeks.