



2023 Summer Program Information

Contact #s

College for Kids office at Coe College: (319)399-8055 (answered during summer program hours only)
 College for Kids office at Grant Wood AEA: (319)399-6775
 Coe College switchboard: (319)399-8000
 Susie Green, College for Kids Director: sgreen@gwaea.org

Program Location

College for Kids is held at Coe College, 1220 1st Avenue NE, Cedar Rapids.

Dates & Program Hours

Session A: Tuesday, June 20 – Friday, June 30, 2023
Session B: Monday, July 10 – Thursday, July 20, 2023

Program hours: 8:30 a.m. – 12:07 p.m.
Office hours: 7:15 a.m. – 1:00 p.m.

Drop-off & Pick-Up

Students should be dropped off and picked up in the Coe College parking lot along 14th Street NE (see map). College for Kids staff will supervise this location before classes begin (8:15-8:35) and after classes are over (12:07-12:35). Staff will also assist students at the designated crosswalks en route to/from the parking lot. See map for specific details.

Student Schedules and Classroom Assignments

On Day 1 each student will be provided their personal schedule with assigned classrooms. Schedules will be available in two ways:

- ✓ via alphabetical posters on the wall of Sinclair Lobby (see *First Day Welcome Assembly* below).
- ✓ via paper copy provided to students by their Period 1 instructors.

Parents/Guardians interested in visiting Coe College with their child prior to the start of their summer session, or who would like an emailed copy of their child's class schedule including the assigned classrooms may contact Susie Green at sgreen@gwaea.org.

Class Times

There are three class periods each morning:

Early Bird: 7:45-8:20 (optional - additional fee)
Period 1: 8:30-9:37
Period 2: 9:45-10:52
Period 3: 11:00-12:07

Students should report to their Period 1 classroom no earlier than 8:20 each day. Attendance will be taken in all classes. Any schedule changes must be approved by the director and are not guaranteed.

Early Bird Students Only: "Early bird" classes are scheduled 7:45-8:20 each morning. Early Bird students must check in with a College for Kids staff person near Marquis Hall upon arrival on campus each day.

First Day – Welcome Assembly

On the first day of College for Kids, students should report to Sinclair Auditorium by 8:20 a.m. for a brief **First Day Welcome** assembly. Parents are also invited to attend this brief assembly. Upon arrival, students should sit in the row of the auditorium labeled with the title of their first period class (signs will be posted). The assembly will begin at 8:30 a.m. and will end by 8:45 a.m. At that time, students will leave for their first period* class with their instructor.

*First day class times will be adjusted slightly to accommodate the assembly: P1=8:45-9:47, P2=9:55-10:57, P3=11:05-12:07.

First Day – Welcome Assembly, continued

Early Bird Students Only: Students who are registered for an “early bird” class should report to Sinclair Auditorium at 7:40 a.m. for a brief informational meeting on the first day of classes. Parents are also invited to attend. Upon arrival, students are asked to sit at the front of the auditorium. Following the informational meeting, students will go to their early bird class with their teacher, and will return to the auditorium for the large group First Day Welcome assembly beginning at 8:30.

What to Bring Each Day

Students should come prepared for classes, and are expected to bring the following items to College for Kids each day:

- 1) Student nametag (provided on the first day)
- 2) Class schedule (provided on the first day)
- 3) Campus map
- 4) Pen or pencil
- 5) Notebook paper/composition notebook
- 6) Required class equipment or supplies (i.e, camera, tennis shoes)
- 7) Any “homework” assignments
- 8) Snacks (optional but recommended; consume outside between classes)
- 9) Water bottle (optional)
- 10) Personal hand sanitizer (optional)

Campus Safety & Precautions

College for Kids staff will be available on campus to assist students as they travel between classes. College for Kids staff will be wearing College for Kids t-shirts with the word “STAFF” on the back. All staff and instructors will be wearing College for Kids nametags.

The College for Kids “on-site” office at Coe College is located in Marquis Hall Room 105 (signs will be posted). The office opens each morning at 7:15 a.m. and closes at 1:00 p.m.

Several additional precautions are in place to ensure the safety of all College for Kids students and instructors.

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| 1) Student Behavior & Safety Expectations | 4) Crossing guards |
| 2) Technology Usage Policy | 5) Student nametags |
| 3) Transportation procedures | 6) Hourly attendance checks |

Parents are encouraged to discuss safety with their children prior to College for Kids, including drop-off and pick-up.

Finding Classes and Getting Around Campus

There are three class periods each morning. Students will find their three class periods on their own, though College for Kids staff and instructors will be available at all buildings to provide assistance.

It is recommended that parents and students review the map prior to the start of the program, and that students carry the map with them until they are comfortable navigating the campus. All buildings utilized for the program are located close together (Dows Fine Arts, Hickok Hall, Marquis Hall, Peterson Hall, Stuart Hall, and the Stewart Memorial Library).

It is also highly recommended that students understand where they will be picked up each day and how to get there, in relation to the center of campus/College for Kids office.

Absences/Attendance

We understand that conflicts do arise, so **if your student is ill or will be absent for other reasons, call the College for Kids office at 319-399-8055** or email Susie Green sgreen@gwaea.org. Otherwise, 100% student attendance and participation is expected and appreciated at College for Kids. Hourly attendance will be taken to ensure appropriate class participation, and as a safety precaution. College for Kids staff will follow-up with students who are consistently tardy to their classes or who experience unexcused absences.

T-shirts

All registered students will receive a College for Kids t-shirt during the first week of the program.

Transportation

Parents/guardians are responsible for transportation for students to and from Coe College.

- ✓ School transportation resources are available through some schools/school districts. Please check directly with your school or school district.
 - Iowa City families interested in student busing can access the *Iowa City Bus Transportation Sign Up Via Lincoln Elementary PTO* at www.gwaea.org/college4kids.
- ✓ Carpooling resources are available by emailing Susie Green sgreen@gwaea.org at Grant Wood AEA.

During the summer, students who miss rides or who need help should come to the College for Kids Office in Marquis Hall Room 105. Parents are responsible for transporting students who miss their rides. College for Kids staff cannot provide rides home for students.

Please see the map for specific drop-off and pick-up location information and guidelines. Signage will also be posted on campus. Additional information can be found in *Drop Off & Pick Up*.

Directions to Coe College

Coe College is located at 1220 1st Avenue NE, Cedar Rapids.

From the east or west via I-80:

- Exit onto I-380N near Iowa City and proceed to Cedar Rapids.
- Take Exit 20B (Coe College exit) and proceed to First Ave (second traffic light).

From the north or south via I-380:

- Take Exit 20B (Coe College exit) and proceed to First Ave (second traffic light).

From the north or south via Hwy 151:

- Hwy 151 becomes First Ave in Cedar Rapids. Turn left (from the south) or right (from the north) to enter campus.

Severe Weather

In the event of a severe weather warning while students are on campus, appropriate precautions will be taken to ensure that students are not exposed to dangerous conditions. Appropriate precautions include: following Coe College procedures when/if severe weather warnings are issued; communicating with College for Kids staff in each building regarding changes in class dismissal times to accommodate for weather conditions; and, supervision of students during all passing times.

Emergency Closing

Emergency closing due to inclement weather or unforeseen circumstances will be announced on the local TV/radio stations as early as possible. Make up sessions will not be scheduled.

Cancellation/Refund Policy

Tuition and materials fees are refundable through May 31, 2023. A \$10 administrative fee will be retained. Cancellations must be requested via email or in writing via US Mail. Cancellations received after May 31 will not be eligible for a refund, unless: 1) it is necessitated by an emergency situation, or 2) the space can be filled with a "waiting list" candidate. Students removed from the College for Kids program for violation of student safety and behavior expectations will not receive a refund.

