

WELCOME TO LAKE HARRIET LOWER MINNEAPOLIS KIDS

We send a warm welcome to all our new families and welcome back to our returning families.

Lake Harriet Lower is a dual coordinator site and we want to introduce ourselves to all of our families. Karen Kohagura has been a coordinator at LHL for the past 8 years and has also worked as a coordinator at several other locations in her 19 years with Minneapolis Kids. She loves what she does and is excited to work with all your children. She has children of her own, Cole (10) entering 5th grade and Kate (7) entering 2nd grade, in the Edina school system. Jenn Bratvold is the second coordinator and is no stranger to Lake Harriet. She worked here as an assistant a few years ago before being promoted to site coordinator at Marcy Minneapolis Kids and also worked at Jefferson Minneapolis Kids. She is the proud auntie of two and has a beloved dog, Perseus. She is thrilled to be back at LHL and get a start on the school year.

Lake Harriet Staff – Child Care Assistants

AM

Linda Christopher
Cathrine Peterson
Alex Kern
Jacob Rue
Jake Benson
Mary Kate Calhoun
Derek Jones
Brielle Christy
Rayna Howard
Jordan Block

PM

AJ Nagel
Lolita Williamson
Alex Kern
Jacob Rue
Jake Benson
Mary Kate Calhoun
Derek Jones
Brielle Christy
Jordan Block

Hours: Minneapolis Kids is open from 6:30 AM until the start of the school day, and then again from 4:00 when school is released until 6:00 PM. Minneapolis Kids applies a late charge of a dollar per minute according to the program's clock beginning at 6:01 PM. Repeated offenses can result in termination from the program.

Arrival: Our main room is 114 near the gym. All families should enter Door # 3 on Drew Avenue. A staff member will be sitting inside the door to greet you and answer any questions you may have. Please check your child in on the computer upon arrival at the sign in/out table. An adult **MUST** do this. Children are not allowed to touch the computer.

Breakfast: Free breakfast will be served at 9:10 each morning in the cafeteria. This is available to all school children. An afternoon snack for those scheduled to be with us that afternoon will be served daily.

Attendance: Please note we look for your child on their scheduled days after school. Anytime your child/ren are scheduled to be with us and will NOT attend on a given afternoon requires a phone call or email from you. You can leave a message at 612-668-3234 or our site cell phone 612-290-4030. Or

email BOTH Jennifer.bratvold@mpls.k12.mn.us AND Karen.kohagura@mpls.k12.mn.us and please make sure we respond to your email so you know we received it. If we haven't heard from you and your child does not arrive as scheduled, we are required to call every number we have to locate the missing child. Depending upon the number of missing children that afternoon, this can be a long process to find every child in a reasonable amount of time. Please help us by letting us know the change in advance. Thank you! In the morning they are safe with you, so we don't need notification.

MAP Accreditation: This school year, we will be participating in the Minnesota Afterschool Accreditation Program, which promotes program improvement and recognition of quality. The 5 foundation areas we will focus on throughout the Accreditation process are:

- Administration
- Wellness
- Activities
- Relationships
- Environment

Medication: If medication is prescribed for a child which must be taken during Minneapolis Kids hours, written instructions by a physician or dentist MUST be provided to Mpls Kids, along with written permission to administer the medication from the parent. Medication must be in the original container, properly labeled with the child's name, date, amount, and frequency of dosage. This procedure is also applicable to "over the counter" medication including cough syrup and aspirin.

Other Important Notes:

- Your child will have a basket or locker to put their belongings in the main Minneapolis Kids hallway. Please make sure they bring all needed items to us, and take them with them when they leave every day!
- If someone other than a parent/guardian will be picking up your child/ren we request you let us know by phone or email. Even if they are listed as an approved emergency contact. Please note we will ask for ID if we do not know them.

Please don't hesitate to email, call, text, or simply stop in with questions, concerns, treats, or chat! ANYTHING! We are looking forward to a great year!

Jenn & Karen