

## High Country Enrichment Classes

### Fall 2018 -Important Calendar Events

#### July 2018

- 31 New Teacher Meeting - Room: Oasis 251/253 (2-3:30 PM)
- 31 Registration 9 am – 3 pm (Fall Leadership) See Registration Handbook for details.

#### August 2018

- Aug 1** Registration 9 am – 3 pm (Fall Leadership, HCSG Members) See Registration Handbook for details.
- Aug 2** Registration 9 am – 3 pm (HCSG Members, Open Enrollment) See Registration Handbook for details.
- 7** Staff and Team Leaders Meeting 6:30 – 8 pm Administrative, Operations, Prayer Staff, Team Leaders, Assistant TLs
- 14** All Leadership Training 6 pm – 8:30 pm This is a mandatory meeting for all Teachers, Lead Teachers, Vital Partners, Lunch Program Volunteers, Dining Detectives, Youth Ambassadors, Administrative Staff, Team Leaders, Assistant Team Leaders.
- 16** Registration 8 am – 10:30 am and 11 am – 12 pm *New enrollments and class changes will be processed during Student Orientation at these times. No appointment is necessary but **earlier is definitely recommended!***  
Vital Partner Signup 8:30 am - 10:30 am and 11:00 am - 12:00 pm *All approved VP's/cap is lifted.*  
New Family Welcome Assembly 9 am – 10:30 am  
*This time is set aside for families new to HCEC to assist them in preparing for the start of the semester.*  
Student Orientation 10:30 am – 12 pm *This time is set aside for families to meet teachers, collect important class information, pay class fees and become familiar with the facility. Registration confirmations and other information will be distributed at this meeting.*
- 21** First Day of Tuesday Classes  
Registration 8:45 am – 2 pm  
*New enrollments and class changes will be processed at HCEC during these times. No appointment necessary.*
- 22** First Day of Wednesday Classes  
Registration 8:45 am – 2 pm  
*New enrollments and class changes will be processed at HCEC during these times. No appointment necessary*
- 28** Department and Team Leader Meetings 1 pm – 2 pm
- 28-29** Registration 8:45 am – 2 pm  
*New enrollments and class changes will be processed at HCEC during these times. No appointment necessary.*
  - *Last day for any Tuesday and Wednesday class changes by 2:00 pm in person at the registration table at HCEC or 5:00 pm by email (ECRegistrar@hche.org).*
  - *Last day to enroll in the Support Group to receive \$5.00 off each 55-minute Enrichment Class (\$60 vs. \$65).*

#### September 2018

- 6** Teacher/Team Leader Meeting (Thursday) 6:30 – 8:00 p.m.
- 11** Statements Distributed in Family Folders
- 19** Tuition Payments Due
- 25-26** Fall Break, No Classes

#### October 2018

- 9** Department and Team Leaders Meeting 1 pm – 2 pm
- 9-10** Registration Volunteer Application Collection and Recruitment 8:45 am -3:00 pm
- 16-17** Registration Volunteer Application Collection and Recruitment 8:45 am - 3:00 pm
- 16-17** Teacher Class Activation Meetings

#### November 2018

- 6** Department and Team Leaders Meeting 1 pm – 2 pm
- 6-7** Appreciation Week
- 9** Registration Appointment Scheduling – For all Spring 2019 Leadership
- 12-14** Registration Appointment Scheduling – For all current HCEC and SG families
- 14** Last Day of Tuesday and Wednesday Classes
- 15 - Jan 16, 2019** Registration Appointment Scheduling – Open Enrollment

#### January 2019

- 15-17** Registration for Spring 2019