



Duncan Polytechnical Parents/Guardians,

My name is Eric Martinez and it is an honor and privilege to be back for another year as the Principal of Duncan Polytechnical High School. We are very excited with our preparation for the 2023-2024 school year and look forward to ensuring that we provide your child with an excellent educational experience that prepares them for any post-secondary endeavor they may choose to pursue.

With the first day of school being in person for all students on **Monday August 14, 2023**, we wanted to make you aware of some important information for the 2023-2024 school year.

**Start of School Information Packet:**

We anticipate the Start of School Informational packets will be mailed to our parents the first week of July. These packets contain start of school information and ***required documents to complete and return to Duncan Poly prior to the first day of school during class schedule distribution (see below)***. Information with dates on when to return the completed documents is on the backside of this letter.

**Class Schedule Distribution:**

Class schedules will be distributed to our students in August on designated days. For our 11<sup>th</sup> and 12<sup>th</sup> grade students, their schedules will be distributed on **August 7<sup>th</sup>** (12<sup>th</sup> grade @ 9:00am and 11<sup>th</sup> grade @ 10:30am) Our 9<sup>th</sup> and 10<sup>th</sup> grade students' schedules will be distributed on **August 8<sup>th</sup>** (10<sup>th</sup> grade @ 9:00am and 9<sup>th</sup> grade during their Link Crew session or after 12:30pm). ***Specific Start of School Packet information documents are to be returned on your child's designated class distribution day*** (i.e emergency cards).

**Summer Bridge Opportunity for Incoming 9<sup>th</sup> Grade Students:**

All incoming 9<sup>th</sup> grade students are eligible to attend our Summer Bridge Program starting on **July 17<sup>th</sup>** and ending on **July 21<sup>st</sup>**. Although this is optional for our incoming Freshman, we strongly encourage attendance. This opportunity will allow our new Stallions to experience about what makes Duncan Poly a special place, meet new friends, and be prepared to start the school year. If you have not yet registered and are interested in attending, please visit our school website for more information.

**Mandatory Freshman Orientation/LINK CREW Welcome:**

Our LINK CREW team will host a **mandatory** student-only Freshman Orientation for all 9<sup>th</sup> graders. Our August LINK CREW welcome provides a great opportunity for our incoming freshman class to learn from our returning student leaders, and to assist your child in making a successful transition into high school. This event will take place on **August 8<sup>th</sup>** from **8:30am-11:30am at Duncan Poly in the Gym**.

Lastly, we would like to thank you for choosing Duncan Poly as your child's school. Please know that our door is always open, and we welcome any feedback on how we can improve our services to our students and stakeholders of Duncan Polytechnical High School.

We look forward to seeing you all soon, and please stay tuned to our school messenger and Parent Square announcements. Also, please visit our school website for up-to-date information. **GO STALLIONS!**

Respectfully,

Eric Martinez