



**Allen Avenue Elementary School**  
**740 East Allen Avenue, San Dimas, CA 91773**  
**Phone (909) 971-8202 Fax (909) 971-5282**  
**Debbie Grenier, Principal**

---

---

July 27, 2018

***Welcome to the 2018-2019 School Year!***

We're looking forward to seeing you the first day of school **Monday, August 20, 2018 at 8:00 a.m.**

**School Office Hours:** Our school office is open from 7:30 a.m. to 3:30 p.m. If you have questions, please call the office at 909.971.8202. If you need information about School Age Care, please call 909.971.8361 or 909.971.8200 x 5362

**STUDENT SAFETY IS OUR NUMBER ONE PRIORITY!!!**

**I encourage everyone to please make time in your morning/afternoon routine to keep student safety as your number one priority.**

**PLEASE remember the drop off zone in the front of school is not for parking and walking your child to class. It is to drop off your child and have a continuous flow of traffic. If you are wanting to walk your child to class, please park in a designated off campus location and be courteous to our neighbors and not block their driveways. There are signs posted "No U-Turns" at Bayfield and Lyford this is extremely dangerous during high traffic times.**

**Student Arrival:** Please do not drop off students prior to **7:50 a.m. as there is no adult supervision on duty prior to this time.** Kindergarten drop off time is 7:50 a.m. to the classroom directly. **Students will be marked tardy after 8:05 a.m.** Students need to attend class on time and for the entire day to receive the amount of teacher attention that leads to successful learning.

**Breakfast/Lunch Program:** Breakfast will be served 30 min. before school starts for **\$2.25/\$.30 on reduced meal plan.** Lunch costs are \$3.00/\$.40 on the reduced meal program. Again, you may put any dollar amount on your child's lunch account. Everyone is encouraged to complete a Free/Reduced lunch application even if you are not sure if you qualify. Forms are available in the office or online under Food Services after August 2nd.

**Dress Code:** Please read the District Dress Code included in the School Wide Discipline/Student Handbook available on the school website. Girls are not to wear straps on tops or dresses less than 2 inches wide. Sandals are to be closed toed and have a strap around the ankle. Boys are not to wear low riding pants or shorts, no rude or other representation of negative messages. Hair is not to be distracting to the learning environment. Body markings are also prohibited at school and students will be asked to wash them off or be sent home.

**Allen PTA:** Many of the wonderful events and programs Allen Avenue puts on are possible because of the PTA. You can contact PTA President Cassie Ryczek (allenavenuepta@gmail.com). We are looking for your help in any way you can. You can help in the following ways:

**Join PTA:** Membership envelopes will go home on the first day of school. Help your child's class be the first to reach 100% membership. The cost is \$8. By joining PTA you are not committing to a volunteer position, but simply supporting your child's classroom and school.

**Volunteer:** Whether it is on a regular basis or a few times for special events, your volunteer help is needed and appreciated. If you would like to volunteer you may pick up a form in the office and have proof of a current TB test. If you are going to help supervise students per the new volunteer district policy you will be asked to be fingerprinted. The office will have this information available.

**Monday, August 20, 2018 Dismissal on the first day:** Kindergarten dismissal is at **11:25a.m.** **Grades 1-5 dismissal is at 1:00pm (Monday compact day schedule).**

**Tuesday, Wednesday, Friday dismissal:** Kindergarten dismissal is at 11:25a.m. Grades 1-3 dismissal is at 2:05p.m. Grades 4-5 dismissal is at 2:50 p.m.

**Back To School Night – Thursday, August 23, 2018 – Kindergarten Dismissal 11:25am - Minimum Day - Grades 1<sup>st</sup>- 5<sup>th</sup> Dismissal 12:25 pm.** Please look for a flyer coming home with grade level presentation times.

As a reminder, on **September 3 is Labor Day and no school.** Our compact day dismissal at **1:00 pm** will be on **September 7, 2018.**

Sincerely,

**Debbie Grenier**  
**Principal**