



James Monroe Elementary School

3750 Monterey Blvd, San Leandro, CA 94578

Office: (510) 618-4340, Attendance: 618-4341, Food Services: 618-4342

<http://www.gojamesmonroe.org>

Queta Beltran, Principal



November 5, 2011 Eagle Eye Newsletter:

Wednesday	11/2	Eat Out for Education SLED 6:30-8PM Parent Leadership Mtg. with Superintendent
Thursday	11/3	Papa Murphy's PTO Monroe Fundraiser 11am-8pm (Free 1lb. cookie dough with every purchase of one or more pizzas!) School Site Council /PASS Mtg. 2-3pm in the Library
Friday	11/4	ELAC Parent Meeting 8:15-9:15am
Saturday	11/5	Annual Holiday Craft Fair 9am-3pm
Wednesday	11/9	Chuck E. Cheese Fundraiser 3-9pm 6PM Queta @ District Finance Committee @ D.O.
Thursday	11/10	PTO Meeting 5:30-6:30pm
Friday	11/11	Veteran's Day Holiday No School
Monday-Friday	Nov 21-25	Thanksgiving Holiday No School
Monday	Nov 28 th	First Day Back after Thanksgiving Holidays

Holiday Basket Raffle coming again this year November/December.

Watch for further information from your classroom teacher!

WEDNESDAYS ARE ALWAYS MINIMUM DAY SCHEDULE

MINIMUM DAY SCHEDULE

8:10 - 11:40 All Kindergarten Students

8:10 - 1:50 All Grades 1-5 Students

MONROE PTO Annual Holiday Craft Fair

Come out and enjoy a great day of shopping, and some great baked goods from our James Monroe families!! Saturday, November 5, 2011, 9am-3pm in the MPR.

With your help, PTO can help raise money for Monroe students!

Sign up for EScript (Macy's, Safeway & Pak'n Save) and Shares (Lucky's & Save Mart) and Target (Red Card) forms are available in front of the office. Continue to bring Box Tops for Education, Campbell's Soup labels and Ink Cartridges. For more information visit

<http://www.gojamesmonroe.org>

Please forward to your coworkers, family and friends and have them enjoy the saving, too! *For more hot news and information as it comes, please check out our school website*

<http://www.gojamesmonroe.org>

Papa Murphy's Fundraising

Every 1st Thursday of every month Papa Murphy's Take "N" Bake Pizza will donate 20% of sales on all regular menu priced pizza sales. FREE Cookie Dough \$4 Value with the purchase of a pizza (FIRST THURSDAYS ONLY) Located: (Greenhouse Marketplace) 699 Lewelling Blvd., #296 (Next to Wells Fargo ATM; Across from 99 Cents Store) in San Leandro.

CHUCK E. CHEESE'S

Chuck E. Cheese's donates 15% of sales back to your child's school from all sales generated by this event. Friends & family members are encouraged to help support this event. Sales include all food, merchandise and token deals purchased at the register. Just notify the cashier that you are participating in James Monroe's Fundraising Night. Your child will get a sticker at school and receive an extra 10 FREE TOKENS by redeeming this sticker at the event.

Every 2nd Wednesday of every month, from 3-9 p.m. Location: 24039 Hesperian Blvd., Hayward, CA 94545

Volunteer packets available in the Office

Please consider volunteering at Monroe. We can always use volunteers at lunchtime 11:15am-12:45pm. You can pick the day and times you want to volunteer. We have volunteer packets available in the office ready for you. Thanks!

Emergency Yellow Forms

Please complete, sign and return to teacher or office. Always remember to notify the office of any phone # or address changes.

Cell Phones/Electronics

Cell phones and MP3 players have become a big problem at school. Monroe students, especially the 5th graders, have been warned that MP3 players and electronic games are not allowed at school. Cell phones are permitted only if they remain off and in the child's backpack during the entire day. Confiscated cell phones, MP3 players, and electronic games will be locked in the office and will not be returned without a signed note from a parent/guardian or the parent/guardian can come to school to pick up the item.

District Parent Handbooks:

Please read, sign, and return pages to your child's Teacher. These are the pages to be signed:

English Version: pages 52-57

Spanish Version: pages 56-61

Lunch Application

We have sent home the Household Applications for Free and Reduced Price Meals. **Please complete form and return to your student's teacher or Office.** Even if your student prefers lunch from home, your family may qualify for this breakfast/lunch service. Having a lunch card for an emergency is always a good idea.

Accident & Health Insurance Program booklets have been sent home; check your student backpacks with more information.

Medication at School

If your child needs to take medication during school hours, the following procedures must be followed. This includes both PRESCRIPTION and OVER-THE COUNTER medications. Over-the counter medications can include cough drops, cough syrup, Tylenol, pain medicine, etc. For the safety of your child and all children, medication is kept in the office and administered by a staff member.

1. A written statement from the child's physician or completion of our Medication Authorization Form, that includes:
 - a) Name of medication
 - b) The dosage to be given
 - c) the time of day medication is given.Authorization forms are available in the office. The form must be signed by both the physician and parent/guardian.

2. The medication must be brought to school by an adult. The medication must be in the original container and labeled by pharmacist. The label must include the student's name, doctor's name and name and dosage of the medication.
3. Any changes in dosage or time of administration must be verified in writing, by the physician.

Reporting Absences

If your child is absent, you should call the attendance line. The number is (510)-618-4341 or send a note with your child when he/she returns to school. After three days of absences, you are required to provide a doctor's note to the office.

Tardy

When coming to school late (tardy), your child must sign in at the office for a tardy slip before going to class. If a parent/guardian picks up their child early from school for an appointment, we need a doctor's note to verify the appointment, or your student will be marked tardy.

Kurt Burton Photography

If you need to order school pictures from Kurt Burton Photography go to <http://www.kurtburton.net>, *click* on **School Picture Day**, *choice Voucher* and *enter* code #505892 and submit. This last screen will let you pre order Pictures.