



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



September 12, 2011 Eagle Eye Newsletter:

Monday	9/12	Back to Regular Schedule- Check Bell Schedule
Thursday	9/15	Back To School Night 6-7:30 PM (see schedule below) Early Dismissal
Friday	9/16	ELAC Meeting in the MPR at 8:15-9:00 AM
Wednesday	9/21	Papa Murphy's Fundraiser 11:00 AM - 8:00 PM PTO Third Wednesday
Wednesday	9/28	Student Picture Day by Kurt Burton Photography

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

PRINCIPAL'S NOTES

Back to School Night

We look forward to seeing every parent/guardian visiting their child's classroom! When you attend Back to School Night, you demonstrate to your child(ren) that school is important. General Assembly will be in the MPR. You will also be able to hear all the changes that have come up this year at Monroe. Our PTO Cabinet Members will be introduced to you, and will be asking you to join Monroe's PTO. At Back to School Night, each teachers will give two presentations that will be exactly the same. In this way, if you have more than one student, you can visit two different classes and hear from at least two teachers.

Here is our Back to School schedule:

6:00-6:30 PM Parent Meeting in the MPR.
 6:30-7:00 PM Session I in classrooms
 7:00-7:30 PM Session II in classrooms

Book Fair Hours

5:30-6:00 PM Open
 6:00-6:30 PM Closed
 6:30-7:30 PM Open

Emergency Yellow Forms

Please complete, sign and return to teacher or office.

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.

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. 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

Information has been sent home with photo prices.

Volunteer packets available in the Office

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

Papa Murphy's Fundraising

Papa Murphy's Take "N" Bake Pizza (Greenhouse Marketplace) 699 Lewelling Blvd., #296 (Next to Wells Fargo ATM; Across from 99 Cents Store) in San Leandro on Wednesday, September 21, 2011
11:00 AM – 8:00 PM

SLED Buck – A – Month Club

What can a dollar a month really do for our schools? Improve education for children in the San Leandro Unified Schools. Go to their website to learn all about what this Club is doing to help support and collect funds for our schools. The website is: www.sledfund.org WE WILL HAVE Buck-A-Month Club flyers out at Back to School Night.

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

Sign up for Escrip, Shares and Target (forms are available in front of the office)
Bring Box Tops and Campbell's Soup Labels
Bring Old Cell Phones

<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>*

DIAL-A-STORY Call 667-6067 to hear Miss Penny from the San Leandro Community Library tells a story. FREE 24 hours a day. WOW! What a deal.