



775 N. Lark Ellen Ave, West Covina, CA 91791  
*Principal, Autumn Williams*

Welcome back new and returning Grovecenter families! We hope you and your students have enjoyed your summer and made some wonderful memories. We are looking forward to this school year at Grovecenter! As you already know, the District's goal is to go paperless, so registration was done online and much of our communication will be through e-mail and social media. All-calls will still be going home Sunday nights and we will let you know if important flyers needing your signature are going home with the students. From this point forward, we would appreciate it if all of our families checked their e-mails at least once a day for important school information. If you do not have access to a computer at home, you are welcome to come to the library after school and use the computers in our Library Media Center. Grovecenter Elementary is now becoming a Computer Science Magnet School, where Coding will be our Second Language! Students will participate in three Epic Builds this school year and we're excited to see what they can create through coding! We are also continuing our instructional focus, which is getting all of our students reading at grade level and beyond...we hold tight to our belief that reading and comprehending grade level text will set students up for success in all other areas.

As Grovecenter continues to grow, we are thrilled to have several new staff members joining our family this school year. Starting in our office, Sharie Overstreet will be our new office clerk. She will most certainly greet you with a smile when you come in and be a great support for our school. We are welcoming two new Kindergarten teachers; Alma Perez, who we already know and appreciate as a parent at Grovecenter and Kozet Cabrera, a former student of CVUSD schools, whose positivity is simply infectious! Sherry Graham, our District's amazing instructional coach is bringing her knowledge and expertise to our site as a 4th grade teacher.

Returning home to us is Jessica Huggett, who will be the new K-2 ASD teacher. Jessica was at Grovecenter several years ago working in our Autism program, and we're so happy she has returned! We also have a new third grade teacher who has joined us just this week due to our increasing enrollment; Jessica Samayoa. She is excited to be at Grovecenter. Also joining our staff is three new instructional aides; Angela Orozco, Sabrina Romero, and Blanca Flores. They will provide incredible support to our students and teachers and we appreciate them already.

### BELL SCHEDULE 2018-2019

#### Daily Schedule (M, W, TH, F)

TK/Kindergarten	8:15 - 1:00
Grades 1-5	8:15 - 2:35

#### Tiny Tuesdays and Minimum Days

All Grades	8:15 - 12:10
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### IMPORTANT INFORMATION

**E-MAIL NOTIFICATIONS:** Please check your e-mail daily for school announcements, flyers and information. Flyers will now be sent home electronically via e-mail.

**SCHOOL WEBSITE:** Check out our school website for important information at <https://www.c-vusd.org/Domain/11>

**SOCIAL MEDIA:** Find Grovecenter Elementary on Facebook, Instagram, and Twitter (@Grovecenter775)

**SCHOOL HOURS:** Office Hours 7:30 a.m. - 4:00 p.m.

**STUDENT SAFETY:** The safest and most convenient way to drop off or pick up your child is to use the student loading and unloading zone by the yellow curb in our parking lot. We ask that you please follow all traffic rules through the lot; **only cross at crosswalks** and please make only right turns out of the lot. **Students will not be able to cross without an adult.** Thank you for helping us create a safe parking lot environment for our students.

**PARKING LOT CHANGES:** Due to our increasing enrollment, the parking lot is now reserved for STAFF PARKING ONLY. There are 5 Visitor Parking Stalls at the entrance of the parking lot for parents and visitors. All other visitors can park on Lark Ellen Avenue or Badillo Street. We sincerely apologize for the inconvenience, but our parking lot cannot accommodate the size of our school.

**BEFORE SCHOOL:** Breakfast is available at 7:30 a.m. to 8:00 a.m. **Please do not drop students off any earlier than 7:30, because there will be no adult supervision before that time.** Students will walk to their classrooms at 8:10 a.m. Teachers will meet students at the classroom lines at 8:10 a.m.

**FIRST DAY OF SCHOOL FOR KINDERGARTEN STUDENTS AND FAMILIES:** Please report to your child's classroom between 8:00 and 8:15.

**FIRST DAY ONLY:** Parents may walk their student to their classroom on the first day of school only. **Beginning Tuesday, August 21st, parents will not be permitted on campus until they check in at the office after 8:15.**

**AFTER SCHOOL:** All students must be picked up promptly after school, as there is no supervision after 2:50. Before and after school care is available on site through Kids Korner (626) 974-4424. Parents need to wait by the flagpole on foot, or in their cars in the yellow loading lane, when picking up their children. **Please do not leave your car unattended in the yellow pick-up and drop-off zone. Thank you! :-)**

**BREAKFAST/LUNCH:** The cost of breakfast is \$1.25 and the reduced price is 25¢. Lunch is \$2.50 and the reduced price is 40¢. **A Free/Reduced Lunch application must be filled out and processed every year.** Applications may be returned to our school office, but for faster service we recommend that you turn them in directly to the Nutrition Services Department at the District Office at 519 E. Badillo Street, Covina. Please contact the office if you need help filling out the application.

**PARENT INVOLVEMENT:** We would really appreciate your support by providing your child with a quiet place to complete homework; checking the homework to make sure it is finished; and ensuring it is returned on time. We also strongly encourage that you keep strong lines of communication with your child's teacher to ensure his/her success. All of our teachers use digital communication tools (Remind, SeeSaw, Bloomz, etc...) in order to keep daily communication with our families.

We would really love your help! We are looking for energetic and dedicated parents who are interested in making our school the best it can be. Volunteer opportunities include helping in classrooms, PTA, library, taking projects home, donating necessary items, or using your talents to do something special for our school. Your time is highly appreciated! Look out for a sign-up form the first week of school and please **visit the PTA booth on the first day of school and at Back to School Night!**

**SCHOOL UNIFORMS:** Blouses and shirts should be solid **white, navy or red**. Grovecenter shirts are allowed every day of the week. Pants, shorts, skirts, etc. are navy blue or tan. Sneakers are the best shoes, if sandals are worn, they must be closed toe and have a strap around the back. Girls' tights should be solid white, tan, red or black.

**UNIFORM DONATIONS:** We are looking for donations of any **new or gently worn** uniforms your children may have outgrown. These are given out to families in our school who need help with uniforms. Please see the office if you need assistance with uniforms.

**WORKOUT WEDNESDAYS:** Every other Wednesday, Grovecenter students participate in our P.E. Program, which is taught by our incredible District P.E. teachers. Students can wear fitness attire, including tennis shoes and athletic pants or jeans. Students are allowed to bring a water bottle in order to stay hydrated. **On days with rain or excessive heat, students will be indoors for P.E.**

**ATTENDANCE:** Please phone the school at 974-4400 on the morning of your child's absence or by sending a hand-written note on the day he/she returns. All notes must include the date the note was written, the child's first and last name, the name of his/her teacher, grade, the date of absence, the reason for absence, and the signature of the person writing the note. **Homework** can be requested before **11:00 a.m.** by calling the school office. All students who will be **out for five or more days** will need to be put on an independent study contract (if students are placed on Independent Study, the absences will not count against them as long as they do the work provided by the teacher). Please see the office for more information. Students who have excessive absences or tardies (missing 10% or more of the school year) will be referred to the School Attendance Review Team, the district School Attendance Review Board, or the Los Angeles County District Attorney's program Attendance and Chronic Truancy (ACT) program. Once students are placed in the ACT program, they will remain in the program during their entire K-12 years.

**TARDIES:** **The F Building entrance gate will be locked promptly at 8:15 a.m.** Any students arriving after 8:15 will need to check in at the office and will be marked tardy. Please make every effort to bring your child to school on time. Every tardy is a disruption in the classroom and we want to respect the instructional time of all students and teachers.

## IMPORTANT DATES

2018-2019

August 1	School Office Opens
August 20	First Day of School
August 20	TK/Kindergarten Orientation @ 8:30 a.m.
August 21	Tiny Tuesday (Dismissal is at 12:10 for all grades)
August 28	Tiny Tuesday (Dismissal is at 12:10 for all grades)
August 29	Back to School Night @ 6:00 p.m.
August 30	Minimum Day (Dismissal is at 12:10 for all grades)
August 31	No School- Student Holiday
September 3	No School- Labor Day
October 12	No School for students-Teacher PD Day

November 12	No school- Veterans Day
November 16	No School- Parent Conferences
November 19-23	Thanksgiving Break
December 21	Minimum Day
December 24 - 1/4	Winter Break
January 21	No School- Martin Luther King, Jr. Day
February 11	No School- Local Holiday
February 18	No School- President's Day
March 27	Open House
March 29	Minimum Day
April 1-April 5	Spring Break
May 6 - May 17	CAASPP State Testing (Grades 3-5)
May 27	Memorial Day Holiday
June 4	Minimum Day
June 5	Minimum Day
June 6	Minimum day-Last day of school