

Central Elementary School
200 W. Eaton
Phone: (209) 830-3303
Fax: (209) 830-3304
Principal - Nancy Morgan Link
Assistant Principal – Marji Baumann

On behalf of the staff, I would like to welcome you to Central Elementary School. It is our pleasure to work with you and your children at Central. Our staff is confident that with your active participation and support we can establish a solid foundation for your child's future.

We look forward to a great school year.

Sincerely,
Nancy Morgan Link
Principal

SCHOOL SPIRIT

School Colors: Blue and Yellow
School Mascot: Wildcat

You can find Central Elementary School on Tracy Public Schools' website at www.tracy.k12.ca.us/ces. This is a fun and timely way to keep up on the latest school news. You can view the latest calendar as it is updated. See you there!

There are many forms of communication for school news:

- Classroom newsletters
- Monthly newsletter - Wildcat News
- Central website
- Central Facebook page
- Formal parent conferences
- Kindergarten orientation
- Back to School Night/Open House
- Agenda notebooks for 3rd, 4th & 5th grade students
- Staff email

ARRIVAL & DISMISSAL AFTER SCHOOL

Students should not arrive to school before 8:00 a.m. unless they are here for breakfast as there is no playground supervision before this time. Students grade K-3 are not allowed to play on the playground between 2:15 p.m. and 2:45 p.m. as older classes are still in session. All students must walk home or be picked up immediately after school. There is no supervision after school dismissal.

Students may not leave our campus during the school day unless they are checked out by a parent or guardian in the office. If someone other than a parent/guardian is picking up a student before school dismissal, please send a note with your student or call the office prior to arrival. Please note that only adults listed on the student's emergency form may check out a student from school unless a note has been given to the school office.

ATTENDANCE

Since attendance at school is critical to each child's academic success, it is extremely important that children are in school every day. We request that you contact the school attendance clerk or call the 24-hour hotline at 830-3303 (press "2" for attendance) when your child is absent. If this is not possible, please send a note with your child when he/she returns to school. *Please schedule dental and medical appointments for after school hours.*

TARDINESS

If your child is late, please have him/her report to the office for a late slip before going to class. Students are considered tardy at 8:15 a.m. A student who is absent without a valid excuse (illness/Dr. appt.) more than three days, or is tardy in excess of 30 minutes on any three days, may be considered truant. Students who are excessively absent will receive notification of how many absences and tardies there have been. If the absences continue, another letter will be sent to the parents, requesting a conference be held with the principal. Problems that continue after this conference are referred to SARB, the School Attendance Review Board.

INDEPENDENT/TRAVEL STUDY PROGRAM

If your child will be absent from school for five days or longer for any reason other than illness or the death of a family member, please come to the office to pick up an Independent/Travel Study form. Complete and return this form to your child's teacher two weeks prior to leaving. All schoolwork that was assigned by your child's teacher is due the first day back at school. Your child's absences will only be cleared if all assigned homework is complete.

LUNCH PROGRAM

Students can either bring a lunch from home or buy a school lunch. The cafeteria serves lunch under the National School Lunch Program. Milk can also be purchased separately. Prices are listed on the monthly menu. Free and reduced price meals are also available for students who qualify. Information and application forms are available in the office and on-line. Students who have a 0.00 balance will be allowed to charge a lunch one time. When a student has a negative balance they will be given an alternate lunch that meets the state nutritional guidelines. You may send a check or cash with your child to pay for meals. In addition, advanced meal payments can be brought to the office either by parents or students. There is a "Lunch Money" box located in the school office. Be sure to include your child's name, teacher and the amount enclosed on the envelope before putting it in the box. Student accounts are updated daily before lunch. Questions regarding your child's account can be directed to Food Services at 830-3256.

FOOD AT SCHOOL

All food brought into school for classroom parties, carnivals, etc. must be prepared by a licensed food preparation facility (i.e. bakery, grocery store, commercial food distributor). Food prepared at home is not allowed. If you want to bring baked goods to school you will need to purchase them at a bakery or grocery store and give the teacher at least 24 hour notice.

POLICIES

EMERGENCY AND MEDICAL INFORMATION

EMERGENCY INFORMATION

It is extremely important that the school have up-to-date emergency information about your child(ren). This includes the following:

- 1) Current home and work telephone numbers.
- 2) Current local friends/relatives who can be reached in case of an emergency.
- 3) Current child care/babysitter name and telephone number if used on a regular basis.
- 4) Any unusual medical problems.

Please remember to report any changes during the year to the office and update them under the data confirmation tab in your parent portal account.

HEALTH SCREENINGS

Throughout the year routine vision and hearing testing is done for state mandated grade levels. Teachers, parents, guardians, or other school personnel may at times request vision and hearing, as well as other assessments on a student. If you do not want your child screened, California law states that a parent or guardian needs to fill out a request in writing to the principal of the school that he/she will not consent to physical examination of his/her child. (C.E.C.49451)

MEDICATION

All medications, prescription and over-the-counter, must follow California State Health and Safety Codes and district policy. School personnel will only give your child medication at school if the following guidelines are met:

- 1) Parent and physician complete the form – Permission Form for Administering Medication in School (you obtain this form in the school office).
- 2) Medication is brought to the school office in a pharmacy-labeled bottle that includes students' name, medication name, dosage and time to be given.

The Permission Form for Administering Medication in School must be updated yearly.

These guidelines also include over-the-counter medicines like cough drops and aspirin.

Central Creed

I am a Wildcat!

I am ready to learn
And will respect
Everyone's right to succeed.

I will give it my all because
I am special and smart.

I will value my education
And work to excel.

I am a Wildcat!

PARENT INVOLVEMENT

PARENT VOLUNTEERS

Volunteers are an important part of Central School's academic program. All volunteers must complete a Tracy Unified School District clearance form, TB testing and fingerprinting prior to working on campus.

Volunteers and visitors are also required to check in at the office to sign in. This helps with school security and enables school personnel to contact you in case of an emergency.

PARENT TEACHER GROUP

Central Elementary School Parent Teacher Group sponsors many worthwhile activities for students throughout the school year. The Parent Teacher Group fundraising and volunteer efforts help support programs such as classroom field trips, classroom supplies, assemblies, and much more. Central's Parent Teacher Group meetings provide an opportunity to share new ideas and suggestions for improving our children's school days. All parents are encouraged to join us the last Wednesday of every month at 3:00 p.m.

SCHOOL SITE COUNCIL

We have a Central School Plan developed by staff and parents to improve the quality of the school's instructional program. The School Site Council is charged with monitoring our school program as outlined in our School Plan and evaluating its effectiveness. The Central School Site Council is composed of 5 elected school staff members and 5 elected parents. Annual elections are held in September to replace the School Site Council members whose two year term has expired or who have left the community. All parents are invited to attend and participate in discussion at Site Council meetings. Announcements of these meetings appear on our website and in the Wildcat News.

WILDCAT NEWSLETTER

The first Monday of every month our Wildcat News will be sent home with your child. The importance of looking for this newsletter from your child cannot be stressed enough. This newsletter contains a calendar of upcoming events, pertinent information about school projects and valuable resources for parenting and educating your child. We encourage you to read your newsletter every time it comes home.

PARENT/TEACHER CONFERENCES

Parent/teacher conferences are regularly scheduled at the end of the first trimester. Conferences allow parents to converse privately with their child's teachers. It is a time to ask direct questions and get direct answers. It is an opportunity to let the teacher know how much you value education and just how important you view your child's school world. Keep in mind that a conference is not the only time you can communicate with your child's teacher. There are times when the information shared through agendas, Back-To-School Nights and other means is not enough. When parents have a special concern, they are encouraged to contact the teacher and/or school. Teachers are committed to meeting the needs of you and your child and are always available by appointment.

Every Monday is Early Release!

Students are released at 1:30.

Minimum Days (release at 12:30 p.m.) are:

October 11th

February 7th

October 23rd

May 15th

October 24th

May 22th

October 25th