



East Elementary School

1035 Washington Ave. • Alton, IL 62002

(618) 463-2130 • Fax (618) 463-2132

Mrs. Lanea DeConcini, Principal

Mrs. Natalie Gordon, Assistant Principal



August 2, 2023

Dear **East Elementary** Families,

We are very excited to welcome back our East Elementary Family for the 2023-2024 school year. We look forward to connecting with your family through this coming school year, and we are committed to providing your family with an engaging and positive learning experience. Our partnership is essential as we work together to ensure the best for our students.

Our devoted staff has been working over the summer planning and preparing for your child(ren) first day of school on Thursday, August 17. Please note the following important information:

- **Teacher names/Class Assignments**
 - These should be available to view Monday, August 7 after 4 pm.
 - If you have not registered your child, your child will not be assigned to a classroom until they are registered. If you have not registered your child, please go to altonschools.org to get them registered.
- **Open House/Meet the Teacher night is Monday, August 14 from 5:00-6:00 pm**
 - During this time you will be able to come into the building and help your child find their classroom.
 - You will be able to bring in your child's supplies to leave in the classroom
 - If you plan on parent transport throughout the year please stop in the gym lobby to pick up your car hang tag so you have it on the first day of school.
- **First Day for students will be Thursday, August 17**
 - This is a full day of attendance for students. School begins at 8:00 am and dismissal is at 2:25 pm.
- **Transportation**
 - Please think of how you would like for your child to go home throughout the year. It is best for your child to begin the routine on the first day of school. **Please note that no transportation changes can be made during the first five days of school**
 - Please understand that we will not make changes to your child's transportation plan at any time during the school year unless we hear from you by phone or in writing **by 11:00 am.**
- **Arrival and Drop-Off Procedures**
 - **The building will open for students walking or being dropped off at 7:30 am there is no supervision for students prior to 7:30 am.**
 - If your child is walking we will have crossing guards ready to assist with safe crossing of Washington Ave. at Donald and Main, Washington and Sandford, and directly in front of East beginning at 7:30 am. Please point out those intersections before the beginning of the school year so that your child knows where to safely cross.
 - If you are transporting by car, you may drop your child off in the front of the building starting at 7:30 am at the gym lobby doors. To help the drop-off line move quickly, please pull forward as far as possible so that several students can exit onto the sidewalk at the same time. **To protect the safety of each child, all cars MUST stay in a single file line and students must exit the car on the sidewalk side to the right.**
 - All students walking or being dropped off should enter the building through the gym lobby doors once they arrive at school. All students, including bus riders, will report to their designated area in the gym with their class or go to the cafeteria to eat breakfast.
- **Pick-Up Procedures**
 - **Dismissal begins at 2:25 pm**
 - Buses will load in the front of the school in the circle drive. Parked or standing cars are not allowed in the loading zone. Please do not park in the front drive after 1:45 pm in order for buses to begin arriving.

- Parents picking up students by car will receive a colored “hang tag” that is numbered and corresponds with the name(s) of student(s) being picked up. Parents and guardians picking up students will need to drive around to the back of the building for parent pick-up. Please do not arrive prior to 1:45 pm. You will remain in your car and pull up to the door which is located toward the building side of the second parking lot. Please wait in your car until your child(ren) are escorted to your vehicle by the supervisor on duty.
- Please contact the office if you would like to request an additional hang tag.
- If you forget or lose your hang tag or need a replacement you will need to park and come into the office to get a new one/sign your child out.
- **School Pictures**
 - School pictures are scheduled for Friday, September 22, 2023. Retakes are scheduled for Monday, October 30, 2023.
- **Breakfast and Lunch Programs**
 - The Alton Community Unit School District will provide a healthy breakfast and lunch each day at no cost for all enrolled K-12 grade students, regardless of income. No further action is required of you. Your child will be able to participate in these meal programs without having to submit an application. The breakfast and lunch program will begin on the first day of school.
 - The [BREAKFAST](#) and [LUNCH](#) menu for August are attached. You will be able to find these each month on East’s webpage - <https://east.altonschools.org/>. When you look at the lunch menu, you will notice that there is a rotating hot option each day. This means every Monday that option will be offered, another hot option listed on the menu as well as the daily options (sandwich and salad).
 - You may still add money to your family account to purchase à la carte items and extra milk. When you bring or send money for extra items, it will be deposited in your family account. Parents can deposit money into their family account at any time by sending it in an envelope marked with the child’s name. All of your child’s cafeteria purchases will be deducted from one family account.
- **East Elementary Social Media**
 - Please keep an eye out for our emails, but you can follow us on Facebook.com/East.Redbird or instagram @East_Redbirds for important information.



Facebook.com /East.Redbird



@East_Redbirds

We are excited to serve you and your family! Our door is always open, please do not hesitate to reach out if you have questions, concerns or to share ideas. We hope you enjoy the rest of your summer and look forward to seeing you soon!

Sincerely,

Lanea DeConcini

Principal

Natalie Gordon

Assistant Principal