



East Elementary School

1035 Washington Ave. • Alton, IL 62002

(618) 463-2130 • Fax (618) 463-2132

Mrs. Lanea DeConcini, Principal

Mr. Jermain Williams, Assistant Principal



August 1, 2024

Dear East Elementary Families,

We are excited to welcome our East Elementary Family back for the 2024-2025 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)'s first day of school on Thursday, August 15. Please note the following important information:

- **Teacher Names/Class Assignments**
 - These should be available to view on Monday, August 5.
 - If you have not registered your child, they will be assigned to a classroom once registered. If you have not registered your child, please go to altonschools.org to get them registered.
- **Open House/Meet the Teacher night is Tuesday, August 13, from 5:00-6:00 pm**
 - During this time, you can come into the building and help your child find their classroom.
 - You can 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.
- **Safety Upgrade**
 - You will see that a safety vestibule was built in the main lobby over the summer. The vestibule is an enclosed area between the outside doors of the building and the interior doors of the building. You will still buzz outside the building to enter with the audio/visual intercom system. A staff member can see and validate the reason for entering. Upon buzzing in, you can proceed into the vestibule and directly check in with the office staff. This vestibule will provide egress from the school by allowing entry but controlling immediate access to the school. If you need to proceed into the school, a valid ID will be required, and a badge will be printed before entry is allowed.
- **First Day for students will be Thursday, August 15**
 - 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 your child to go home throughout the year. Your child should 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 1:00 pm.**
- **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 before 7:30 am.**
 - If your child is walking, we will have crossing guards ready to assist with safely crossing Washington and Sandford, and directly in front of East on Washington Ave. 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 front of the building at 7:30 a.m. 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 circle drive in front of the school. Parked or standing cars are not allowed in the loading zone. Please do not park in the front drive after 1:45 p.m. so buses can begin arriving.
 - Parents picking up students by car will receive a colored “hang tag” that is numbered and corresponds with the name(s) of the 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 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 must park and come into the office to get a new one to sign your child out.
- **School Pictures**
 - School pictures are scheduled for Friday, September 20, 2024. Retakes are scheduled for Thursday, November 20, 2024.
- **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 can 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 menus can be found [HERE](#) once they are available. When you look at the lunch menu, you will notice a rotating hot option each day. This means that 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 additional items, it will be deposited in your family account. Parents can deposit money into their family account anytime by sending it in an envelope marked with the child’s name. Your child’s cafeteria purchases will be deducted from one family account.
- **East Elementary Social Media**
 - Please watch 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

Jemain Williams

Assistant Principal