

CRANBERRY STATION ELEMENTARY SCHOOL

Back to School Newsletter

August /September 2011

Pamela Meyers, Principal

Gina Hicks, Assistant Principal

Back to School Calendar

08/12 - Bus Routes

Bus routes will be posted on the CCPS website: www.carrollk12.org/ and printed in the Carroll County Times on 08/24.

08/15 - Class Assignments

Starting on August 15th the name of your child's teacher will be visible on your Home Access Center Account

08/25 - Parent Orientation

Parents are invited to meet their child's teacher and learn general information about CCPS curriculum, classroom schedules, and teacher expectations from 5:00 - 7:00 p.m. This is a great opportunity for parents to ask questions before the school year starts.

08/26 – Volunteer Training

10:00 – 10:30 a.m.

08/29 - Student Open House

Students will have the opportunity to meet their teachers and see their classrooms from 2:00 - 3:00 p.m.

08/30 - First Day of School

Students in grades 1 - 5 should bring a completed Transportation Form to school. Kindergarten students should wear a bus tag.

09/05 – Schools Closed

for Labor day

09/06 -Volunteer Training

6:00 – 6:30 pm

09/06 -PTA Meeting

6:30 – 7:30 pm in the cafeteria

09/09 – CSE Family Picnic

Our annual family picnic will be held from 5:30 - 7:30 pm at Cranberry Station. More information will be coming home with your child soon. This is a great time to meet other Cranberry Station families!

09/29 – Schools Closed

for Rosh Hashanah

Dear Cranberry Station Elementary Families:

We hope everyone is having an enjoyable summer. As you may know the Office and Custodial staff continues working throughout the summer. They have done a wonderful job of working together to prepare for the upcoming school year. We look forward to welcoming our students back to school on Tuesday, August 30, 2011.

We are sure that you will be excited to meet a few new staff members who are joining us this year and see the many familiar faces of staff members who are returning to Cranberry Station. A list of our staff for the 2011-2012 school year is included in this newsletter.

We look forward to serving your children throughout this school year and encourage you to share your feedback with us throughout the school year.

Our Parent Orientation Night is scheduled for Thursday, August 25th from 5:00 - 7:00 p.m. The evening will be broken up into two sessions for parents with students in more than one grade.

Our Open House will be held on Monday, August 29th from 2:00 - 3:00 p.m. This will be an opportunity for your child to visit the classrooms and meet the teachers.

Take Care,

Pamela R. Meyers
Principal

Gina F. Hicks
Assistant Principal

IMPORTANT ARRIVAL AND DISMISSAL INFORMATION

- Students in grades 1 - 5 should bring a completed Transportation Form to school on August 30th. Forms can be found in this newsletter, attached to your supply list, and on our school webpage.
- Parents of Kindergarten students can pick up a bus tag at the Parent Orientation Night or during the Open House.
- Parents of students who are picked up from school at dismissal should use the parent pick up line located in the side parking directly to your left as you enter our school grounds. Please have photo identification ready to show school staff. We are only able to release your child to a person whom you named on your emergency card, transportation form, or whose name you communicate to us in writing.
- If there will be a change in the way your child is going home, please send a note to school in the morning with your child. We can accept faxed notes with your signature up until 2 p.m. If you fax a note, please call the school office to verify that we received your fax. We are unable to accommodate dismissal changes received in writing after 2 p.m.
- Students are allowed one morning and one afternoon bus stop. Bus drivers are not able to accommodate a daily request change to transport a student home.

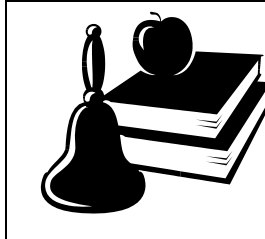
CCPS HOME ACCESS CENTER

Please follow these directions to login to your account:

- Go to the Carroll County Public Schools website at www.carrollk12.org
- Click on the 'Home Access Center' link. Click the 'Request Password' link.
- Enter the email address you provided on your student's emergency card. You will receive an email to that account with a link to a web page. If the email message does not appear within several minutes, check your junk mail folder and make sure it wasn't delivered there. It will come from donotreply@carrollk12.org.
- Click the link from the email message and follow the instructions on-screen. You will be prompted to answer 3 questions about one of your students. Once you have answered the questions correctly, your password will appear on-screen. Click the link on that page to be taken to the Home Access Center login screen.
- Login using your email address and the password that was displayed on-screen. After logging in, be sure to click 'Profile' in the top right-hand corner and identify a new password for your account.

ASBESTOS NOTICE

The Asbestos Hazard Emergency Response Act (AHERA) requires all buildings owned or leased by the Board of Education of Carroll County to prepare and make available all asbestos management plans. The building asbestos management plans are available for review at the individual Carroll County school locations and at the Office of Plant Operations, located at 191 Schaeffer Avenue, Westminster, MD 21157.



Video/audio cameras are placed on school buses to protect students and staff and provide for a safe and orderly environment. The privacy of students and the recording are kept secure and are reviewed only by the authorized CCPS personnel.

Transportation Services
410-751-3229

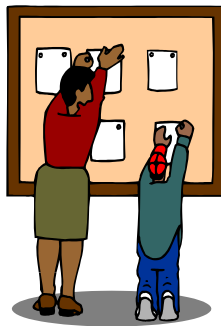
Cranberry Station
Elementary School
505 N Center Street
Westminster, MD 21157
Phone (410) 386-4440
Fax (410) 386-4444
<http://www.carrollk12.org/cse/>

Attendance Notes

Parents are encouraged to report student absences as soon as possible, including the reason for the absence. Parents may send a note to school with their child, fax a note to (410) 386-4444, call the school office at (410) 386-4440 or, send an email to cseattendance@carrollk12.org.

Failure to verify a student's absence within 5 days will result in the absence being considered unlawful.

Thank you in advance for verifying your child's absence in a timely manner.



Please do not walk students to class.

We have staff in the hallways to make sure that students get to their classrooms safely. Teachers are on duty in their classrooms. Please don't conference with your child's teacher when he/she is supervising students. You are welcome to email your child's teacher or provide a note to the office staff who will be glad to give them a note or have them call you later. We appreciate your cooperation with this.

Girl Scouts of Central Maryland

Where can girls make new friends, learn new things, visit new places, and have fun? The answer is Girl Scouts!!! For more information please contact Tony Roman, Girl Scouts of Central Maryland Westminster Area Service Unit Manager at 410-848-5276 or Tonygscm@yahoo.com.

The Cub Scouts program is open to boys in grades 1 - 5 who enjoy outdoor activities and learning new skills while making friends and having fun. Contact Joe Worthy at (443)789-4579 for more information.



PLEASE HELP US KEEP OUR BUILDING SAFE

We will have magnetic locks and a camera security system installed at the main entrance doors to promote the safety and security of all those within our building. Visitors will be required to use the intercom system to identify themselves and the reason for their visit before being permitted in the school building. Once in the building all visitors must report to the office to sign in and get a visitor tag.

Please do not hold the door open for others as you enter/exit the building.

2011-12 School Hours
8:35 a.m. - 3:05 p.m.
Doors open at 8:15 a.m.

Lunch Schedule
K - 10:45 - 11:15
1 - 11:25 - 11:55
2 - 11:05 - 11:35
3 - 12:15 - 12:45
4 - 12:25 - 12:55
5 - 11:40 - 12:10

Notice of Non Discrimination

The Carroll County Public Schools (CCPS) does not discriminate on the basis of race, color, ancestry or national origin, religion, sex, disability, or age in its programs and activities. CCPS provides nondiscriminatory access to school facilities in accordance with its policies and regulations regarding the community use of schools (including, but not limited to, the Boy Scouts). The following person has been designated to handle inquiries regarding the non-discrimination policies:

Gregory J. Bricca
Director of
Research and Accountability
410.751.3068

Gifted and Talented Program Information

The CCPS Gifted and Talented Program is designed to meet the needs of highly able learners and maximize student achievement. Gifted and Talented teachers, in collaboration with classroom instructors, will continue to provide a continuum of interventions designed to meet the needs of Gifted and Talented Education Program participants. This may include in-class instruction, pullout groups, and/or resource development with classroom teachers. A Referral and Review Team will determine student eligibility for interventions. Indicators for participation include observational checklists, standardized test scores, work samples, and classroom performance. Although students are not formally identified until the beginning of third grade, Gifted and Talented teachers will continue to provide a range of services for grades K-5, including the Primary Education Thinking Skills for grade 2. Look for more information concerning the upcoming Gifted and Talented Education Program Orientation Night.



Permission to Photograph, Videotape or Audiotape

Throughout the school year, the Carroll County Public School System frequently covers school activities and may use your child's photograph, video image, or voice for educational, informational, or public relations purposes, with or without identification by name. If you do not wish to have your child's voice reproduced on tape or to have his/her image appear in such things as a video, a photograph, or the school website, please notify the school principal in writing. It is assumed that parents and guardians consent to their children being audiotaped, photographed, videotaped, or having their image placed on a school website by the school system unless such notification is received.

There are also occasions when the media cover certain school events (such as when a government leader visits a school). If you do not wish to have your child's name or likeness published by the media, you should address your concerns directly to the school involved so that the media is so advised. Please be advised that the school system has no control over the media when they are covering activities such as sporting events and musical programs that are open to the public.

Use of Student Work on Websites or in Publications

There may be times throughout the year when the Carroll County Public School System wishes to display student work on school websites or in publications. If you do not wish to have your child's art, poetry, writing, etc. appear on school websites or in publications, please notify the school principal in writing. It is assumed that parents and guardians consent to their child's work being displayed on school websites or in publications unless such notification is received.



Message from the New Assistant Principal

I'd like to take this opportunity to introduce myself. I have been with CCPS for close to twenty years. I have taught second grade at Eldersburg, Robert Moton and Friendship Valley Elementary Schools. I have also taught Kindergarten and fifth grade. I was the Kindergarten Resource Teacher for the county for two years. I have also taught undergraduate and graduate courses at McDaniel College. Most recently I spent the last three years as the Assistant Principal at Elmer Wolfe Elementary. I have been married to my husband, Donn, for twenty-eight years. We have been blessed with three children: Kearstin (17), Coltin (14) and Korianna (13). I am very excited to be a part of the CSE community!

Mrs. Gina Hicks

Cranberry Station Elementary School Staff 2011-2012

<u>Administration</u> Mrs. Meyers, Principal Mrs. Hicks, Assistant Principal <u>Office Clerical</u> Mrs. Oxendine, Mrs. Kirkpatrick, Mrs. Wonilowicz <u>Kindergarten Teachers</u> Mrs. Bair, Mrs. Jarboe, Mrs. Kucharski, Mrs. Latane <u>Kindergarten Assistants</u> Mrs. Kuhn, Mrs. Stoner, Mrs. Reichert, Mrs. Ferrara <u>First Grade Teachers</u> Mrs. Martin, Mrs. Mulder, Mrs. Sterner, Mrs. Tignall <u>Second Grade Teachers</u> Mrs. Repsher, Mrs. Storie, Mrs. Zawacki, Mrs. Shifflett <u>Third Grade Teachers</u> Miss Evelius, Mrs. Kilgore, Mrs. Miller, Mrs. Wynne	<u>Fourth Grade Teachers</u> Mrs. Bollinger, Miss McKenzie, Mrs. Rollings, Mrs. Waldeck <u>Fifth Grade Teachers</u> Mrs. Marlo, Mrs. Shearer Mrs. Warner <u>Nurse</u> Mrs. White, RN <u>School Counselor</u> Ms. Abbott <u>Art Teacher</u> Mrs. Railsback <u>Media Specialist</u> Mrs. Whitehead Ms. Reichert - Media Assistant <u>Health Teacher</u> Miss Barnabic <u>Physical Education Teachers</u> Mr. Krouse Mr. Jensen	<u>Vocal Music Teacher</u> Mrs. Miller <u>Instrumental Music</u> Mrs. Remsch <u>Permanent Substitute Vacancy</u> <u>Special Education</u> Ms. Kelly, Ms. Ostrom, Mrs. Stafford <u>Speech & Language</u> Ms. Hadley <u>Title I</u> Ms. Barry, Mrs. Schuitt, Mrs. Wilson, Mrs. Mead Mrs. Sturgill <u>Math Resource Teacher</u> Mrs. Hill <u>ELA Specialist</u> Mrs. Love <u>Gifted and Talented Teacher</u> Mrs. Sneska	<u>County Assistants</u> Mrs. Bracken, Mrs. Sykes <u>Support Room</u> Mrs. Laatsch <u>Cafeteria Staff</u> Mrs. Vincent - Manager Mrs. Sparks, Mrs. Warfield <u>Building Supervisor</u> Mrs. Hensley <u>Custodians</u> Mrs. Wriston, Mr. Dowell, Mr. Naylor <u>School Psychologist</u> Mrs. Leahy <u>Pupil Personnel Worker</u> Mrs. Barrett <u>Occupational Therapist</u> Mrs. Pennington <u>Physical Therapist</u> Mrs. Portney
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2011-2012 CSE Calendar

August

- 12 Bus Routes posted on county website
- 15 Class Assignments will be visible on the Home Access Center
- 23 Bus routes will be published in the Carroll county Times
- 25 CSE Parent Orientation 5 – 7 pm
- 26 Volunteer Training 10:00 – 10:30 am
- 29 CSE Open House 2 – 3 pm
- 30 Schools Open – First Day for Students

September

- 5 Schools/Offices Closed - Labor Day
- 6 Volunteer Training 6:00 - 6:30 pm
- 6 PTA Meeting 6:30 - 7:30 in the cafeteria
- 9 Back to School Family Picnic 5:30 -7:30 pm
- 29 Schools/Offices Closed – Rosh Hashanah

October

- 3 Two Hours and Forty-Five Minutes Early Dismissal System-wide (CSE will dismiss at 12:20)
- 5 Volunteer Training 6:00 - 6:30 pm
- 5 PTA Meeting 6:30 - 7:30 in the cafeteria
- 18 Individual Picture Day
- 21 Schools Closed for Students – Professional Meeting Day

November

- 3 Two Hours and Forty-Five Minutes Early Dismissal System-wide (CSE will dismiss at 12:20)
- 10 Volunteer Training 6:00 - 6:30 pm
- 10 PTA Meeting 6:30 -7:30 in the cafeteria
- 14 Two Hours and Forty-Five Minutes Early Dismissal System-wide (CSE will dismiss at 12:20)
- 23–25 Schools/Offices Closed – Thanksgiving Holiday

December

- 6 PTA Meeting 6:30 - 7:30 in the cafeteria
- 9 Two Hours and Forty-Five Minutes Early Dismissal for Elementary Students (CSE will dismiss at 12:20)
- 23 Schools/Offices Two Hours and Forty-Five Minutes Early Dismissal (CSE will dismiss at 12:20)
- 26-30 Schools/Offices Closed – Winter Holiday

January

- 2 Schools/Offices Closed – Winter Holiday
- 3 Schools/Offices Reopen
- 11 Volunteer Training 6:00 - 6:30 pm
- 11 PTA Meeting 6:30 - 7:30 in the cafeteria
- 16 Schools/Offices Closed – Martin Luther King, Jr. Holiday
- 27 Schools Closed for Students – Teachers Work on End of Marking Period Items

February

- 9 PTA Meeting 6:30 - 7:30 in the cafeteria
- 10 Two Hours and Forty-Five Minutes Early Dismissal for Elementary Students (CSE will dismiss at 12:20)
- 20 Schools/Offices Closed – Presidents' Day
- 21 Schools Closed for Students - Professional Development Day for Teachers

March

- 5 Two Hours and Forty-Five Minutes Early Dismissal System-wide (CSE will dismiss at 12:20)
- 6 6:00 - 6:30 pm Volunteer Training
- 6 PTA Meeting 6:30 - 7:30 in the cafeteria
- 14 MSA Testing (Reading)
- 15 MSA Testing (Reading)
- 20 MSA Testing (Math)
- 21 MSA Testing (Math)
- 23 MSA Testing (Science)
- 24 MSA Testing (Science)
- 25 MSA Testing (Science)
- 26 MSA Testing (Science)
- 27 MSA Testing (Science)
- 30 Last Day before Spring Holiday

April

- 2-10 Schools/Offices Closed – Spring Holiday
- 11 Schools Reopen
- 18 PTA Meeting 6:30 - 7:30 in the cafeteria

May

- 10 Volunteer Training 6:00 - 6:30 pm
- 10 PTA Meeting 6:30 - 7:30 in the cafeteria
- 11 Two Hours and Forty-Five Minutes Early Dismissal for Elementary Students (CSE will dismiss at 12:20)
- 28 Schools/Offices Closed – Memorial Day

June

- 7 PTA Meeting 6:30 - 7:30 in the cafeteria
- 14 Last Day for Students, Two Hours and Forty-Five Early Dismissal (CSE will dismiss at 12:20)

VOLUNTEER TRAINING

Level II Volunteers (classroom helpers, tutors, chaperones, mentors, etc) are required to attend an annual training session at least seven (7) school days prior to volunteering. School Days are defined as days when schools are open for students. **Volunteer training, obtained during the 2010-2011 school year is only valid through September 30, 2011.**

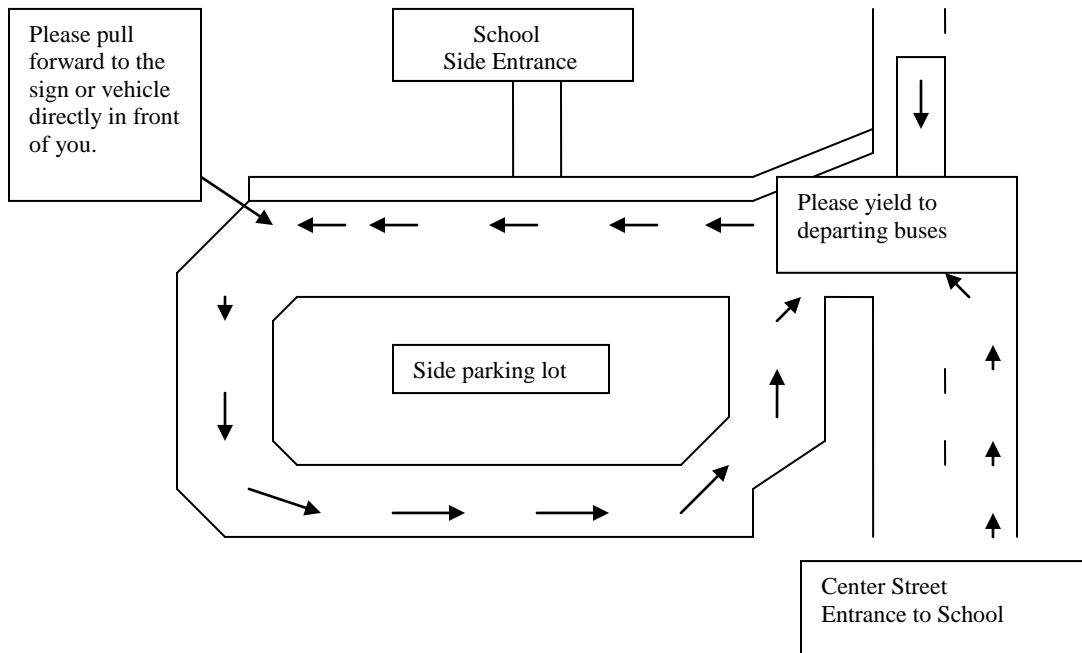
A complete list of training sessions can be found at <http://carrollk12.org/Assets/file/CCPS%20News/volunteer11-12.pdf>



Parent Drop Off

Just a reminder, the safest way for your child to get to school is on the bus. If you must drive your child to school, please follow the procedure below for the safety of all students.

- Parent drop off is marked with cones located on the side of our building.
- Pull all the way up to the “Parent Drop Off” sign or to the car directly in front of you.
- Students must exit on the passenger side of your vehicle.
- If your child is not ready to exit the car immediately park the car and walk your child to the sidewalk.
- Staff members will be on the sidewalk between 8:15 - 8:30 a.m. each morning to monitor students as they exit vehicles and enter the school building.
- If you are arriving after 8:30 a.m., please park your vehicle and escort your child to the office. Students arriving after 8:35 a.m. are marked tardy.



ADA ACCESSIBILITY STATEMENT

The Carroll County Public Schools (CCPS) does not discriminate on the basis of disability in employment or the provision of services, programs or activities. Persons needing auxiliary aids and services for communication should contact the Office of Community and Media Relations at 410-751-3020 or publicinfo@carrollk12.org, or write to Carroll County Public Schools, 125 North Court Street, Westminster, Maryland 21157. Persons who are deaf, hard of hearing, or have a speech disability, may use Relay or 7-1-1. Please contact the school system at least one (1) week in advance of the date the special accommodation is needed.

Information concerning the Americans with Disabilities Act is available from the Director of Facilities or the Supervisor of Community and Media Relations.

Raymond Prokop
Director of Facilities
125 North Court Street
Westminster, Maryland 21157
(410) 751-3177

Carey Gaddis
Supervisor of Community & Media
125 North Court Street
Westminster, Maryland 21157
(410) 751-3020

August/September 2011

Monday	Tuesday	Wednesday	Thursday	Friday
<p>Students may choose one of the following daily choices for lunch instead of choice 1 or 2.</p> <p>1) PBJ Sandwich 2) Tossed salad 3) Cheese sandwich</p> <p>New! Sandwich of the month will be chicken salad.</p>	<p>8/30 Breakfast: Cereal w/ graham crackers. Fruit or juice. LUNCH: 1) Hamburger on Roll 2) Cheeseburger on Roll French Fries, Green Beans, Watermelon</p>	<p>8/31 Breakfast: Cereal w/ graham crackers. Fruit or juice. Milk LUNCH: 1) Chicken Nuggets 2) Bologna/cheese sand. Baked Beans, Fresh veggies w/ dip, Roll w/ butter. Cantaloupe</p>	<p>9/1 Breakfast: Sausage on Roll or Cereal w/ Graham Crackers. Fruit or juice. LUNCH: 1) Soft or Hard Taco 2) Chicken Patty on Roll Spanish Rice, Corn, Fruit</p>	<p>9/2 Breakfast: Doughnut or Cereal w/ Graham Crackers, fruit or Juice LUNCH: 1) Pepperoni Pizza 2) Cheese Pizza Tossed Salad, Hot Veggie Fruit</p>
<p>9/5</p> <p>LABOR DAY SCHOOLS CLOSED</p>	<p>9/6 Breakfast: Cereal w/ Graham Crackers, fruit or juice. LUNCH: 1) Chicken Patty on Roll 2) Pizzatas Vegetable soup, Zesty Bean Salad. Fruit</p>	<p>9/7 Breakfast: Bagel w/ toppings, or Cereal w/ Graham Crackers. Fruit or Juice. LUNCH: 1) Fish Sand. 2) Hot Ham and Cheese Mac and Cheese, Broccoli Fruit</p>	<p>9/8 Breakfast: Yogurt w/ Graham Crackers or Cereal w/ Graham Crackers, Fruit or Juice. LUNCH: 1) Breadstick w/ Meat Sauce 2) Pizzatas Tossed Salad, Corn, Fruit</p>	<p>9/9 Breakfast: Ham and Egg on Roll, or Cereal w/ Graham Crackers, Fruit or Juice. LUNCH: 1) Pepperoni Pizza 2) Cheese Pizza Hot Vegetable, Fruit</p>
<p>9/12 Breakfast: Cereal, Graham Crackers, Fruit or Juice. LUNCH: 1) Chicken Tenders/Roll 2) Cheeseburger on Roll Mashed Potatoes w/ Gravy, Hot Veggie, Fruit</p> <p style="text-align: center;">MARYLAND</p>	<p>9/13 Breakfast: Sausage, Egg on Roll or Cereal w/ Graham Crackers. Fruit or Juice LUNCH: 1) Grilled Cheese Sand. 2) Corn Dog on Stick Pizza Soup, Fresh Veggies/ Dip Fruit</p> <p style="text-align: center;">HOME</p>	<p>9/14 Breakfast: Breakfast Pocket or Cereal w/ Graham Crackers. Fruit or juice LUNCH: 1) Spaghetti Taco 2) Turkey/Cheese Sub Tossed Salad, Fruit</p> <p style="text-align: center;">GROWN</p>	<p>9/15 Breakfast: Ham, Egg and Cheese on Roll or Cereal w/ Graham Crackers, Fruit or Juice. LUNCH: 1) Hot Dog on Roll 2) Meatball Sub Pasta Salad, Hot Veggie Fruit</p> <p style="text-align: center;">LUNCH</p>	<p>9/16 Breakfast: Doughnut or Cereal with Graham Crackers. Fruit or Juice LUNCH: 1) Pepperoni Pizza 2) Cheese Pizza Tossed Salad, Fruit</p> <p style="text-align: center;">WEEK</p>
<p>9/19 Breakfast: Cereal w/ Graham Crackers. Fruit or Juice Lunch: 1) Popcorn Chicken w/ Roll 2) Hamburger on Roll Veggie Rice Casserole Watermelon</p>	<p>9/20 Breakfast: Ham and Egg on Muffin or Cereal with Graham Crackers, Fruit or Juice. Lunch: 1) Mac and Cheese 2) Sloppy Joe on Roll Broccoli, Tossed Salad, Fruit</p>	<p>9/21 Breakfast: Bagel with Topping, or Cereal w/ Graham Crackers, Fruit or Juice. Lunch: 1) Scrambled Eggs, Sausage Patty, Pancake w/ Syrup, Juice, Fruit 2) Turkey and Cheese Sub w/ Chips "Breakfast for Lunch"</p>	<p>9/22 Breakfast: Yogurt w/ Graham Crackers or Cereal, Fruit or Juice Lunch: 1) Chicken Pot Pie w/ Biscuit. 2) Hot Ham and Cheese Green Beans, Tossed Salad, Fruit</p>	<p>9/23 Breakfast: Sausage on roll or Cereal w/ Graham Crackers, Fruit or Juice. Lunch: 1) Cheese Pizza 2) Fish Sandwich, Hot Veggie, Fruit</p>
<p>9/26 Breakfast: Cereal w/ Graham Crackers, Fruit or Juice. Lunch: 1) Cheesesticks 2) Ham and Cheese Sub Hot Vegetable, Salad and Fruit</p>	<p>9/27 Breakfast: Sausage and Egg on Roll or Cereal w/ Graham Crackers, Fruit or Juice. Lunch: 1) Chicken Nuggets w/ roll 2) Bologna/ Cheese / roll Tossed salad, Watermelon</p>	<p>9/28 Breakfast: Breakfast Pocket or Cereal w/ Graham Crackers, Fruit or Juice Lunch: 1) Hard or Soft Taco 2) Meatball Sub. Spanish rice, Corn, Cantaloupe</p>	<p>29) SCHOOLS CLOSED</p>	<p>30) Breakfast: Doughnut or Cereal w/ Graham Crackers, Fruit or Juice. Lunch: 1) Pepperoni Pizza 2) Cheese Pizza Tossed Salad, Hot Veggie Fruit</p>

CAFETERIA NEWS

School time is around the corner and the summer fun is winding down. Time to get ready for the first big day of school! Back to school always has an air of excitement and apprehension as a new chapter in our student's lives begins. So..... I try to make everyone aware of any important information and or changes that will effect the new school year.

Parents are welcome to bring in prepared treats to share with a child's homeroom class as a way to celebrate a child's birthday during lunch. Please keep in mind that some students have health restrictions. We ask that you bring your treats to the office to have the nurse check the class list for any considerations before distributing a treat to students in our cafeteria. You are welcome to drop off the treat in the office for your child to distribute if you are unable to attend his/her lunch. Store bought treats have the ingredients listed and can be reviewed more easily. Treats should be decorated in advance since time doesn't allow parents, students and cafeteria staff members to decorate treats in the cafeteria during the assigned lunch shifts. Prepared individual portions such as cookies or cupcakes don't require cutting or additional utensils and make it easier for your child to distribute to his/her classmates. We ask that parents not bring in drinks to share.

ADVANCED MEAL TICKETS- Parents wishing to pay for their child's meals for the entire school year can do so by printing a form from the CCPS website or call Food Services at 410-751-3000. Payments can be made by check, debit or credit card.

FREE AND REDUCED MEAL PROGRAM – Students are eligible for this program based on family status and income. These forms **MUST** be filled out completely and resubmitted at the beginning of each school year. Forms need to be submitted to the school as soon as possible as to not interfere with the student's status. **PLEASE** remember that if you child is eligible for free or reduced meals, this applies to both our breakfast and lunch program. If at any time during the school year your status changes, please notify the office for a new form to complete.

SNACK AND ICE CREAM – These items are a daily cash purchase. Paid meal tickets cannot be used for snack purchases. **PLEASE NOTE:** Kindergarten students will be allowed to buy snack and ice cream starting September 12th. We like the K- students to adjust to the cafeteria routine and eat their meal in the allowed time. 1st through 5th will be able to buy snacks on the first day of school.

BREAKFAST – Our breakfast program will be a little different this year. It will be a **GRAB – AND – GO** program. Students will pick up their breakfast and proceed to the classroom to eat.

PACKED LUNCHES – When packing your child's lunch, remember to pack items that are user friendly and easy to handle. Also, please include their utensils, straws, condiments and napkins. These items come at a cost and are available to our students buying lunch in the cafeteria. Food coming in from outside the cafeteria must bring condiments. We cannot supply ketchup, napkins, plates and straws etc. for food purchased from Fast food businesses.

ALLERGIES – Parents need to notify the school nurse of any allergies. She will send me a list of allergy students. Student's with milk allergies can have a juice substitute, but **MUST** have a physician's note. Please forward all physician notes to the nurse.

LATE ARRIVALS – Students arriving late for breakfast after 8:30 will be given cereal and a milk and returned to class. Students must notify the cafeteria before 10:00 a.m. if they wish to sign up for a specialty choice for lunch (Sand. of month, cheese sand, P.B.J. or a tossed salad.). After 10.00 they will be able to choose choice 1 or choice 2 on the menu for that day.

CHARGES – Each student is allowed to charge a meal one time during the school year. A form will be sent home with your child showing the amount charged. Charges are due the next school day. A cheese sandwich and milk will be provided to the students who have additional unpaid charges. Please consider purchasing two or more tickets to put on your child's account to prevent charging. This will also keep your child from becoming upset when they realize they either forgot their money or lunch. Snacks and ice cream cannot be purchased by students with pending charges.

MEAL TICKETS - Breakfast and lunch tickets are always available for purchase in our cafeteria, payable by check or cash. Please include your child's name and grade and note if the tickets are for Breakfast, Lunch or both. If we don't receive a note, then the funds are automatically applied to the lunch account.

PARENTS/LUNCH - You are always welcome to join your child for lunch in the cafeteria. Please help us plan ahead by calling us in the morning. We use our daily lunch count to prepare lunches. Your call in advance would be greatly appreciated!

I hope you find this information useful and please feel free to call me with any questions or concerns. I look forward to working with all the Cranberry Station families and students.

Sincerely,
Peggy Vincent, Cafeteria Manager