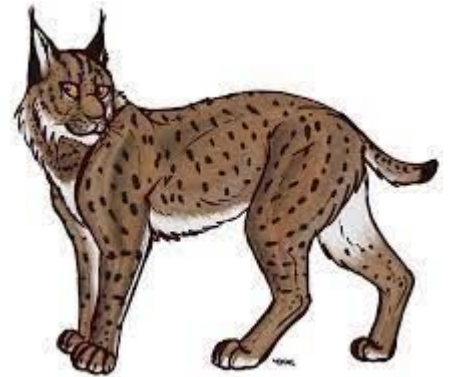


Rita Ledesma

Back to School

Information

2022/2023



Welcome to the start of the 2022/2023 School year! We're thrilled to welcome back familiar faces and to meet all new students and families. We've prepared some information that will be important to review ahead of our first day of school, August 11.

Please take some time to review the schedules, reminders, procedures, maps, and additional pertinent information. We're following COVID health guidelines, so masks are encouraged but not required at this time. Should you have any questions, please contact us in the office.

We look forward to an incredible school year and we'll see you soon!



Campus Logistics & Protocols

Office Information

Office hours are from 7:45-4:00 Monday through Friday.

You can reach Ms. Tina @
408-224-2191 ext: 326200

tohara@ogsd.net

You can reach Mr. Sorich @
408-224-2191 ext: 326201

jsorich@ogsd.net



Bell Schedule



Kinder: 8:15 AM - 1:35 PM

1st-6th: 8:15 AM - 2:35 PM

***Adjusted Days** - 8:15 AM - 1:35 PM for all students

****We will observe adjusted days 8/11-8/17**

- A more detailed bell schedule can be found [here](#).
- Students can arrive on campus at 8:00 am, as this is when supervision begins.

Ledesma Map 2022-2023

Champions
Childcare
(408) 807-7157

SDC Mandal 603	RSP McKitrick 602
4th Prola 604	5th Seo 601

Therapist Liu 504	Coach McMurry 503
ELD IA TBD 505	5th/6 th McDaniel 502
6 th Montez 506	5th Bhagat 501

4th/5th Crocker 404	3rd Schallber- ger 403
4th Johnson 405	2nd Shortt 402
2nd Heldt 406	2nd Dempsey 401

Inter- vention Room 304	1st Caldwell 303
3rd Kovats 305	Art Vista Room 302
3rd Xavier 306	1st McCoy 301

Speech 700	Kitchen Custodian
Psych Open 701	Library Phillips 700

Open Room 203

K Santos 202

K Cordero 201

Kinder Play Area

Black Top

OFFICE

Principal: Jason Sorich (326201)

Secretary: Tina O'Hara (326200)

Health Clerk: Sandra Mendoza (326202)

100 Building

Walker Pick up & Drop off

Walkers should enter campus through our walker gates located near the playground, office, or kinder wing no earlier than 8:00 am.

Pick up Reminder:

Please meet students on the sidewalk and remain out of the street/parking lot, for safety reasons.

Walker entrances

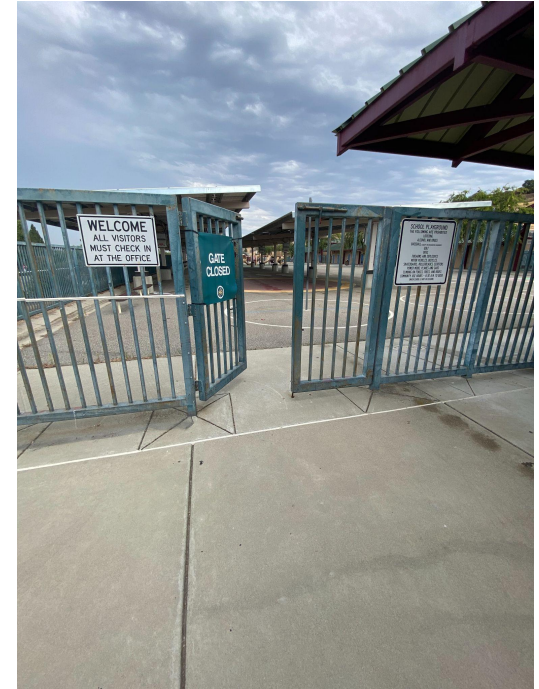
Kinder Wing Gate



Playground Gate



Office Gate



Vehicle Pick up & Drop Off

Students being driven to and from school should be picked up and dropped off at the rear of campus only. The front of school is for busing and walkers only.

Pick up Reminder:

Please create a sign that can be displayed from your vehicle, that includes your child's name and teacher name. This will assist our after school supervisors in safely expediting after school pick up.



Daily Campus Access

- Please drop off and say good-bye to students at the walking gates so students can make their way to their lines and prepare for school. This will help greatly with campus safety and security.
- During the school day all visitors are required to access the campus through the office, and wear a visitor badge.
- Any meetings with teachers should be scheduled via a phone call or email and scheduled to take place after school hours.

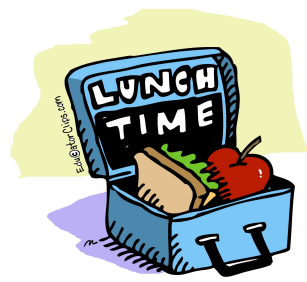
Attendance Reminders



Attendance and timeliness are very important to a student's education.

- Please contact the office to report an absence.
- Any students arriving after 8:15 will be marked tardy.
- Tardy students are required to obtain a tardy slip from the office before going to class.
- Excessive absences or tardiness will require school/district intervention.

Lunch Procedures 2022/2023



Lunchtime will move back into our cafeteria. Here are some lunch procedures that students will become accustomed to:

- Students pick-up their student meal card from the card rack prior to going through the meal service line.
- To receive a meal, students give the cashier their card as required.
- Food service staff scan the card into the POS system. This then tallies the meal as a student meal served to that specific child.

Lunch Procedures 2022/2023 Continued

- At the cafeteria service window, the meal is plated as a complete meal, visually checked to verify that each student has a minimum of three meal/food items with one of them being a ½ cup of a fruit or a vegetable.
- An additional fruit, vegetable and milk is also offered. Meal/food items include - Meat/MMA, Whole grain-enrich, fruit, vegetable and milk.
- Second meals are not allowed. Additional fruit and vegetables are offered and available for students if desired.

School Reminders

Health & Safety Protocols (COVID updates)

As we continue to navigate COVID, we're adhering to CDPH guidelines and pivoting based on recommendations. Look for regular updates via parentsquare from the school or district. Here are some current reminders and updates, and as always, **please contact our office if your child is feeling ill or displaying COVID symptoms, before sending him/her to school:**

- Masking is optional but recommended.
- Families will receive at-home test kits on the first day of school, with additional information provided.
- Parents will be notified if students exhibit symptoms while at school.

Pawsitive Behavior Expectations

Linked here you'll find our [Ledesma Pawsitive Behavior Expectations](#). Students are expected to follow these guidelines:

- Be Safe
- Be Responsible
- Be Respectful

Please review the guidelines and the Pawsitive Behavior Expectations with your children to ensure clear understanding of appropriate behavior throughout the school.

Student Dress Policy



Rita Ledesma Elementary expects that all students dress in a way that is appropriate for the school days or for any school sponsored event. The primary responsibility for a student's attire resides with the student and their parent(s) or guardian(s). Our Ledesma Dress Policy can be found [here](#).

Please carefully review the policy with your student and ensure appropriate dress at school.



Cell Phone/Smart Watch Policy

A cell phone/smart watch consent form must be on file in order for students to have either item on campus. These documents can be obtained in the office and must be signed/returned prior to having them at school.

- The policy allows students to keep the phone or watch in their backpacks, turned off or in silent mode, until the end of the school day, unless for school purposes as discussed by the teacher.

Please carefully review the policy with your student and ensure appropriate technology use at school.

Please remember...

- ❑ Fully charged chromebooks Earbuds or headphones
- ❑ Textbooks & school supplies
- ❑ Filled water bottles
- ❑ Earbuds or headphones
- ❑ Textbooks & school supplies
- ❑ Masks are encouraged but not required
- ✓ Please leave other non-essentials at home

Teacher supply wish lists will be available shortly.



Volunteer Opportunities



If you are interested in volunteering at Ledesma please review the information below. In addition we are in need of noon duties (permanent and substitutes).

For volunteer questions or to apply please contact Elisabeth Navarro at our District Office, 408-227-8300, x100283.

Staying Involved



We look forward to an amazing 2022-23 school year! Please stay involved through the following offerings:

- Subscribe to our google calendar found on our webpage by clicking on the RSS feed and clicking on the Ledesma School Calendar
- Look for teacher and school related information via parentsquare
 - Be sure to add the parentsquare app on your phone
- Look for our weekly Ledesma Ledger every Friday afternoon
- Subscribe to our facebook page: <https://ledesma.ogsd.net/>

Back to School Night is scheduled for September 8th at 5:30.

Get involved with our Home and School Association. More details will be available shortly, and you can join the HSC facebook page.