



Abraham Lincoln Elementary School-615 West Kemper Place-Chicago, Illinois 60614

Telephone 773/534-5720-FAX 773/534-5778

Mark Armendariz  
Principal

Cynthia L. Gerber  
Assistant Principal

April 8, 2016

Entering our 145<sup>th</sup> year as a Chicago Public School with a strong sense of tradition and academic excellence, we are happy to enroll your child(ren) at Abraham Lincoln Elementary School. The 2016-2017 school year will bring wonderful learning experiences. I truly believe our school has become the success it is today due to the dedication and hard work of three critical groups: faculty/staff, parents and students. As we come together, we are, in effect, the legs of a three-legged stool which holds our school up high, solid, and level. I encourage you to become involved in your child's educational experience. As a first step, review the information below and feel free to contact us with any questions.

#### Websites

- Our school website, [www.lincolnelementary.org](http://www.lincolnelementary.org), may be accessed for up-to-date information regarding school-related events and other information such as student supply lists, the calendar, the handbook, volunteer opportunities and committees, and announcements. The CPS school calendar may be found at: [http://www.cps.edu/SiteCollectionDocuments/20162017\\_CPS\\_CalendarElementaryandHighSchools\\_English\\_12.09.15.pdf](http://www.cps.edu/SiteCollectionDocuments/20162017_CPS_CalendarElementaryandHighSchools_English_12.09.15.pdf)

#### Visitors to the school

- Visitors enter the school building through door #1 (the center entrance doors on Kemper Place), sign-in at the security desk and proceed to the main office. Our office staff will assist you accordingly.

#### School Fee

- \$50 fee per child. Money orders made out to Lincoln School or cash are accepted beginning the first day of school. Per CPS, no personal checks.

#### Important Beginning-of-Year Events

- August 5-Student homeroom assignments will be posted on the school's Kemper Place doors
- Aug. 11, 10:00-12:00 **and** Aug. 21, 3:00-5:00 Kindergarten Meet-n-Greet/Play Dates at school playground
- Sept. 1-PTA Back to School Picnic at Oz Park for students and families: 10:30-12:00 gr. K-4; 12:30-2:00 gr. 5-8
- September 6-first day of school (a full day of school for all K-8 students)
- September 8-first day of classes for Ecole Franco-Americaine de Chicago (EFAC)
- September 14-New Parent Orientation Night in our school auditorium, 6:15-7:15
- September 29-Adults-Only Fall Open House Night, 6:15-8:00

#### School Hours

- The K-8 entrance bell rings at 8:45. The K-8 tardy bell rings at 8:55. **The Kindergarten dismissal bell is at 3:40.** The grades 1-8 dismissal bell is at 3:45.

#### Meals

- Beginning the first day of school, breakfast and lunch are free to all students. Breakfast is served in our school cafeteria beginning at 8:25. Students may bring their own lunch or obtain a school lunch. The school menu may be found at [http://www.cps.edu/About\\_CPS/Departments/Pages/MealMenu.aspx](http://www.cps.edu/About_CPS/Departments/Pages/MealMenu.aspx).

#### Student Attire

- Students at Lincoln do not wear uniforms. Our policy is that all students dress modestly and that all children, for safety reasons, wear shoes/sandals with backs so that they do not fall off (i.e.-no flip flops, or backless sandals).

## After School Care

- We do not offer after-school daycare nor do we endorse a particular after-school daycare program, but there are two programs that we know of that offer escort service for students to/from their sites to Lincoln: St. Pauls (<http://www.spucc.org/connect-learn/act-ii-at-st-pauls>) and St. Vincent DePaul (<http://marillacstvincent.org/marillacsocialcenter/childdevelopment/beforeafterschoolprograms.html>)

**Entrance and Dismissal** (if you need to drop off your child(ren) early, the earliest K-8 drop-off time is 8:25)

- School personnel are outside “on duty” beginning at 8:25 to monitor students outside, in the auditorium, and in the cafeteria. Kemper Place is closed to all vehicle traffic from 8:30-9:00 and 3:30-4:00.
- Kindergarten entrance and dismissal doors are at door #3. Kindergarten students are to be escorted into and picked up from within the auditorium by parents/guardians.
- Grades 1-2 entrance/dismissal doors are the farthest west doors at door #13. Grades 1 and 2 students congregate outside these doors in this play area. Grades 1 and 2 homeroom numbers will be painted in the street near this entrance. Prior to the 8:45 entrance bell, grades 1 and 2 students are to locate their painted homeroom numbers and line-up single-file to proceed to their homerooms.
- Grade 3 entrance/dismissal is at door #2. Grade 3 students congregate outside these doors. The grade 3 homeroom numbers will be painted on the sidewalk in front of this set of stairs. Prior to the 8:45 entrance bell, grade 3 students are to locate their painted homeroom numbers and line-up single-file.
- Grade 4 entrance/dismissal is at door #15. Grade 4 students congregate outside these doors. The grade 4 homeroom numbers **WILL NOT** be painted on the sidewalk in front of the school. At the 8:45 entrance bell, grade 4 students will proceed into the school.
- Grades 5 and 6 entrance/dismissal is at door #14. Grades 5 and 6 students congregate outside these doors. Grades 5 and 6 homeroom numbers **WILL NOT** be painted on the sidewalk in front of the school. At the 8:45 entrance bell, grades 5/6 students will proceed into the school.
- Grades 7 and 8 entrance/dismissal is at door #1. Grades 7 and 8 students congregate to the immediate west of these doors. The grades 7 and 8 homeroom numbers **WILL NOT** be painted on the sidewalk in front of the school. At the 8:45 entrance bell, grades 7 and 8 students will proceed into the school.

## Parking of Vehicles

- We do not have available parking. **It is critical that you do NOT** double-park on any of the streets, park in the alleys, and abandon your cars. We ask that you obey all traffic signs/signals and that you be respectful to our community members that live adjacent to the school. Do not park in driveways and designated handicap parking spaces. Do not lock bicycles to private property. Wear a safety helmet if riding a bicycle to school.

I look forward to a productive 2016-2017 and hope to see you involved. Thank you for choosing public education.

Sincerely,

Mr. Mark Armendariz, Principal  
mcarmandariz@cps.edu

Mrs. Cindi Gerber, Assistant Principal, clgerber@cps.edu

Mrs. Terry Miles, School Registrar, tcmliles@cps.edu

Mrs. Dawn Jurasz, School Clerk, dmjurasz@cps.edu

Madame Isabelle David, Ecole Franco-Americaine de Chicago (EFAC) Director, direction@efachicago.org

Mrs. Christine Bouchend’homme, Ecole Franco-Americaine de Chicago (EFAC) President, Christine@sppinc.net

Mr. Daniel Klein, Local School Council (LSC) Chair, dakchicago@yahoo.com

Mrs. Kathy Baggs, Parent Teacher Association (PTA) President, k.baggs@charliebaggsinc.com

Mrs. Dani Cupps, Friends of Lincoln (FOL) President, danicupps@yahoo.com

Mr. Eric Gurry, Abraham Lincoln Elementary School Music Association (ALESMA) President, eric@houseofgurry.com