



Chula Vista Elementary School District
Ella B. Allen Elementary School
Together, we soar!



Mr. John E. Greenwell, Principal
Follow our blog: www.allenelementary.org

4300 Allen School Lane, Bonita, CA. 91902 • (619) 479-3662 Phone • (619) 267-6237 Fax

October 14, 2022

Hello Allen TK Families,

I'd like to introduce you to our school team as we make final preparations to welcome your child to Allen Elementary's TK.

I'm Mr. John Greenwell, the proud principal of Ella B. Allen Elementary School. Ms. Jackie Venegas will be the Transitional Kindergarten teacher at Allen. Ms. Venegas will be your main point of contact for two-way communication regarding your child's academic and social-emotional well-being while at our school this year. Her email address is: jacqueline.venegas@cvesd.org. Ms. Michelle Reza is the school secretary in the front office. Also in the front office is Ms. Joyce Baptista, our Attendance-Health Specialist. The school nurse is Nurse Linda Mostel.

Our office hours are 8 am to 3:30 pm, Monday - Friday. Our school phone is (619) 479-3662.

We are hosting an in-person **TK Orientation** for you and your child this coming Friday, October 21st from 4:30 pm to 5 pm. This orientation will allow you and your child to meet the teacher, learn about our school's programs and curriculum, and get familiar with our campus - if you are not yet already acquainted with our school. We are also having our school's Fall Festival that same day from 4:30 pm to 8 pm. We invite you to stay and join the fun as this event is a treasured tradition, put on by our Allen Parent-Teacher Club (PTC).

We invite you to check out our school blog: <https://allenelementary.org/>
This is updated at least once a week, usually on Sunday mornings, and serves as our school's newsletter to families. Please follow our blog to automatically receive these blog updates via email.

Our school's hours:

- **Monday – Thursday:** 8:50am – 3:10pm
- **Friday and Minimum Days:** 8:50am – 2:00pm

In preparation for the first day of school on Monday, October 24th, please be sure your child knows his/her after school arrangements, who is picking him/her up, or if he/she should ride the school bus. Please note that Preschool, TK, and Kindergarten are hand-to-hand pick up, meaning a listed adult must pick up the child from school each day. Older siblings cannot escort a child to a parent.



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Important Dates:

- Friday, Oct. 21st -- 4:30 pm to 5 pm TK Orientation
- Monday, Oct. 24th -- TK starts 8:50 am to 3:10 pm

We look forward to welcoming you and your child to our school's Transitional Kindergarten. See you on Friday, Oct. 21st at 4:30 pm for our Orientation!

Please reach out to me if you have any questions about our school at (619) 479-3662 or by email at john.greenwell@cvesd.org.

Warmly,

Mr. John E. Greenwell, M.S.Ed.
Principal, Ella B. Allen Elementary School