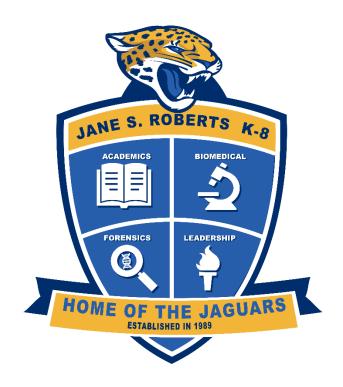
Jane S. Roberts K-8 Center

2025-2026



IMPORTANT INFORMATION

DIONY MARTINEZ

Principal

VIVIAN LORIGA

Assistant Principal



Jane S. Roberts K-8 Center

Diony Martinez, Principal - Vivian I. Loriga, Assistant Principal

August 14, 2025

Dear Parent/Guardians.

Due to safety concerns and guidelines, we will continue to abide by the following procedures. These guidelines and procedures will be updated as information changes and communicated with all stakeholders in a timely manner.

After the school day begins, the only entrance into the building will be via the main entrance at the elementary campus. We will continue to use the Raptor Management System for visitor screening, as such please make sure that you bring your picture ID with you. School visits should be limited to emergencies, official school business or if you are picking up your child or children.

As in the past, the office will not be accepting student lunch boxes, eyeglasses, sweaters, water bottles or any other items that students may have left at home. Students will be provided lunch from the cafeteria as it is free to all students at this time until further notice.

If you would like to request a parent teacher conference, please e-mail the teacher(s) directly and they will set up a phone conference, Zoom, or face-to-face conference that is convenient for all involved parties. If you need to speak to one of our counselors, please e-mail them directly and they will return your call and/or set up a virtual or face to face conference if needed. All our teacher e-mails have been posted on our school website. If you need to speak with the administrative team, please call the school at 305-220-8254. The office is open from 8:00 to 4:00 p.m.

We thank you for your understanding and patience. If possible, please follow us on social media via Twitter and Instagram, as we are constantly posting information there as well as sharing events happening at the school. Also, our excellent website, www.janeSrobertsK8.net, is an excellent resource for information and is updated as information is published.

We are looking forward to another incredible year at Jane S. Roberts K-8 Center!

Dear Parents/Guardians:

Please pay special attention to the Student Data Card you have received. This card is of the utmost importance to school personnel as it provides them with valuable information. If your child should become ill, have a medical emergency, or needs to be picked up early from school, these updated cards are used to contact you.

We are asking for your cooperation in updating the Student Data Card. Any information that may have changed such as address, phone numbers, emergency contacts (other than the parents), and authorized persons to pick up your child, should be noted on the card in the appropriate spaces. This will help avoid any inconvenience should an emergency or unexpected situation arise. Please remember that the backside of the card must be filled out completely and signed by the parent or guardian. Note that persons not listed on the "authorized" portion of the card <u>WILL NOT BE ABLE TO PICK UP YOUR CHILD</u>.

If you have recently changed your address, it is your responsibility to notify the school and provide a proof of address. Required proof of address consists of the following:

- -Most recent utility bill (FPL, gas, water) under parent's name
- -Homestead tax exemption card (if you are a homeowner)
- -Lease agreement or warranty deed

If you are unable to provide any of the mentioned proofs of address, a visiting teacher or social worker will verify your address.

Please return the Student Data Cards to your child's teacher as soon as possible.

Thank you in advance for your cooperation.

Sincerely,

Diony Martinez, Principal



JANE S. ROBERTS K-8 CENTER

UNIFORM POLICY — ELEMENTARY AVAILABLE AT JANESROBERTSK8.NET

Elementary School - Pre-K through 5th Grade

Navy Bottoms

Bermuda length shorts

Jumpers

Long pants

Skirts – appropriate length (skorts)

Tops

Solid white knit collared shirts

Solid light blue knit collared shirts

Solid white cotton button down shirts with sleeves

Sweaters

White Sweatshirt – No large logos. JSR Patch optional.

Blue or Light Blue Sweatshirt – No large logos. JSR Patch optional.

***No hoodies

- ✓ School patches MUST be worn on the shirts. Patches are available from our PTSA or Ibiley. The polo tops and bottoms can be purchased by the vendor of your choice.
- ✓ On Fridays, selected school related T-shirts will be allowed. Students will be notified in advance and/or on our school calendar.

JANE S. ROBERTS K-8 CENTER MIDDLE ACADEMY

Grades 6 - 8

UNIFORM POLICY REMINDER

Dear Parents/Guardians,

The uniform policy is accessible on our school website on a continuous basis at JaneSrobertsk8.net.

Jane S. Roberts K-8 Center is a mandatory uniform school. Uniforms help students stay more focused and disciplined. In addition, students often feel less peer pressure when everyone dresses the same. The uniform code outlined here will be strictly enforced. Please review the information very carefully. There are several retail and/or uniform stores offering inexpensive uniforms. Please note that uniforms may be purchased at any retail store offering them. Listed below are the approved garments.

UNIFORMS FOR GRADES 6-8

Pants	Navy Blue color			
	BELTS ARE REQUIRED			
	**Proper Fitting - no baggy/stretchy pants/joggers, or tight-fitting pants!			
	PANTS MUST BE UNIFORM MATERIAL; straight or classic fit.			
	NOT all stores offer uniform style pants.			
	No shorts or skirts. Pants only.			
Polo Shirt	Maroon with school patch			
	Embroidered dark green for Biomedical students only			
	Embroidered white for Law Academy students only			

Undershirts	Any color – MUST be TUCKED IN
Emblem (Crest and/or Biomedical)	Can be Purchased from Ibiley (<u>www.ibiley.com</u>) or PTSA (<u>www.jsrk8ptsa.memberhub.com/store</u>)
Sweatshirts/Sweaters	Maroon, Red, or Navy Blue ONLY/ NO LARGE LOGOS *Green (Biomedical) or White (Law) are allowed. Zip-ups are acceptable NO HOODIES OR HOODED SWEATERS
Shoes	Sneakers/ Closed-toe shoes are REQUIRED

- Belts MUST be worn properly-NO Spikes
- Shirts (Polo and undershirt) MUST be tucked in
- Jeans, sweatpants and shorts are **NOT PERMITTED** (unless notified of a special "jean day")
- On designated jean days, jeans cannot have holes or be tight to the body. No legging style jeans.
- Polo shirts must fit properly, no OVERSIZED shirts
- No tops that expose midriff
- Caps are not permitted except during Physical Education (P.E.)
- No tight or baggy pants permitted (no jeggings, leggings, skinny pants, joggers)
- No Crocs or open-toes shoes
- · Hair, jewelry, make-up, or any other items that the school determines are a distraction are not permitted

Dress Code Violations

Students who are found in violation of the dress code will receive the following consequences:

- 1st violation- Verbal Warning
- 2nd violation- Parent Contact
- 3rd violation- Detention
- 4th violation- Referral to Administrator/ SCSI/ Parent Contact/SCM

If you have any questions about the uniform policy, please contact Mr. Martinez, Principal, at

(305) 220-8254. Thank you in advance for your cooperation.

JANE S. ROBERTS K-8 CENTER EDUCATIONAL EXCELLENCE SCHOOL ADVISORY COUNCIL

Dear Parents, Teachers, and Students:

Are you interested in improving our school and increasing student achievement? Are you interested in getting actively involved with others in developing a plan to maintain the high educational standards of our school? Miami-Dade County Public Schools and Jane S. Roberts K-8 Center are pursuing this mission through the Educational Excellence School Advisory Council (EESAC) with input from parents, community leaders, teachers, students, administrators, and support staff. The EESAC consists of members from each of these representative groups.

The EESAC is responsible for developing an annual School Improvement Plan (SIP) and must monitor its progress throughout the school year. Council members are able to make suggestions concerning academic achievement, educational strategies, and future school objectives and goals. Council meetings are held once a month and members must be committed to regular attendance. EESAC members annually determine the time, dates, and location of the council meetings.

As the EESAC looks forward to the 2025-2026 school year and the development of a new SIP, it is seeking interested individuals to serve on this important advisory group. Currently, parent representative positions are open to participate on this council. If you are interested in serving on the EESAC, please print and fill out the form below, and return it to school with your child or drop off the form in the main office by Friday, August 22, 2025. If you require any additional information concerning EESAC and its purpose, please feel free to contact the school at 305-220-8254.

JANE S. ROBERTS K-8 CENTER EDUCATIONAL EXCELLENCE SCHOOL ADVISORY COUNCIL

Parent Sign Up Form

Please return to your	child's homeroom teach	er.	
Parent Name:			
Child's Name		Teacher/Grade	
Hama Dhana	Mark Dhana	Occupation	



August 14, 2025

Dear JSR Parents/Guardians,

Once again, I would like to review our procedures for arrival, dismissal, and school visits. Our efforts, as always, are to ensure the safety of our students, faculty/school, parents and all stakeholders. As such we are asking for your cooperation and assistance. Remember that school is a "closed campus" and the main entry point is through the elementary building.

Morning Drop Off Procedures (Arrival):

Free breakfast is offered to all students daily, from 7:45 – 8:10 in the elementary cafeteria. Please remember that students cannot be dropped off for breakfast prior to 7:45 a.m. as there is NO supervision before that time in the cafeteria. **Students not having breakfast and/or are not part of morning care are not to be dropped off before 8:00 a.m.**

The small circular driveway by the elementary office has been designated as the drop-off area for PreK-2nd grade students ONLY. If you have multiple children, please use the drop-off the youngest sibling. Parents of PreK and Kindergarten students can personally drop off their child(ren) at the designated area between 8:10 a.m.- 8:20 a.m. otherwise they can drop them off in the front entrance. Please do not park in the Faculty/Staff parking lot, the visitor's parking lot and the long driveway at the end of the middle school are designated for your use. Once again, we will be labeling the bookbags of all the students in PreK-1st grade so that our staff and faculty can assist them as needed. Students grades 1-2nd are to be dropped off at the elementary loop and report to their designated classroom unless they are eating breakfast.

The only entrance to the middle school for drop-off will be the main entrance area of the MLC building until 8:40. <u>At 8:40, the MLC building we be locked until dismissal.</u> After 8:40, late middle school students must report to the Elementary School entrance in order to enter the building. The side gate by the bike rack will not be an entry point. *Parents/guardians with students in these grade levels will not be allowed to enter the school building during arrival or dismissal times.*

Dismissal Procedures:

Elementary – This year once again we will no longer have the walk-up system due to safety concerns unless you live in the housing areas across the school and address has been verified. We are asking that parents/guardians pick up the child(ren) using the drive-up system through the elementary circular driveway or bus loop. Grades will be assigned to specific areas as usual. Parents/Guardians have been issued colored dismissal signs. Please make sure you always post them on the dashboard of your car, as this will make the dismissal process safe, efficient, and effective. Students leaving on bus will be escorted by designated teachers to their buses located in the bus loop. Parent/Guardian(s) picking up students in afterschool care may park in the bus loop once all buses have left and dismissal has concluded. Please be patient during the

<u>first weeks of school as dismissal may take a little longer.</u> We will work diligently to make the dismissal process as quickly as possible, but we need everyone's cooperation.

<u>MLC</u> – Students that leave on bus will report to the elementary bus loop where the buses will be parked. 6th grade will be dismissed at 3:00 PM and 7th and 8th grades will be dismissed at 3:05 PM. Middle school teachers will walk out with their students and supervise their safe exit from the building and eventual departure from the school site.

Reporting to Main Office:

Our school has only one main entry point after arrival is concluded which is the elementary office. If you are picking up students and/or visiting the school for any reason, you must report to the main office <u>first</u>. Please be prepared to show your picture ID upon entering the building as required. Our school will be using the district approved Raptor system. When provided a visitor's pass you must wear it at all times when in the school. You will be asked for them when you exit our building, so they can be disposed of.

Parents/guardians should not park nor walk through the faculty/staff parking lots, through the back of the school from the parent lot to either the middle or elementary school nor walking through the middle school to get to the elementary side. Please use the sidewalks in the front of the school to get from one building to the other for your safety and that of our students. Remember that the available parking areas for parents are located in the long driveway past the middle school, the visitor's parking lot (morning only) and in the graveled parking lot near the middle school faculty parking lot. PLEASE DO NOT PARK IN THE FACULTY PARKING LOTS.

Should you have any questions regarding arrival and dismissal procedures, please feel free to contact your child's teacher or see an administrator. Working together, we are sure to have another successful school year at Jane S. Roberts K-8 Center!

Thank you for your support.

The JSR Administration & Faculty/Staff

August 14, 2025

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Jaguars! Jane S. Roberts K-8 Center - Ho







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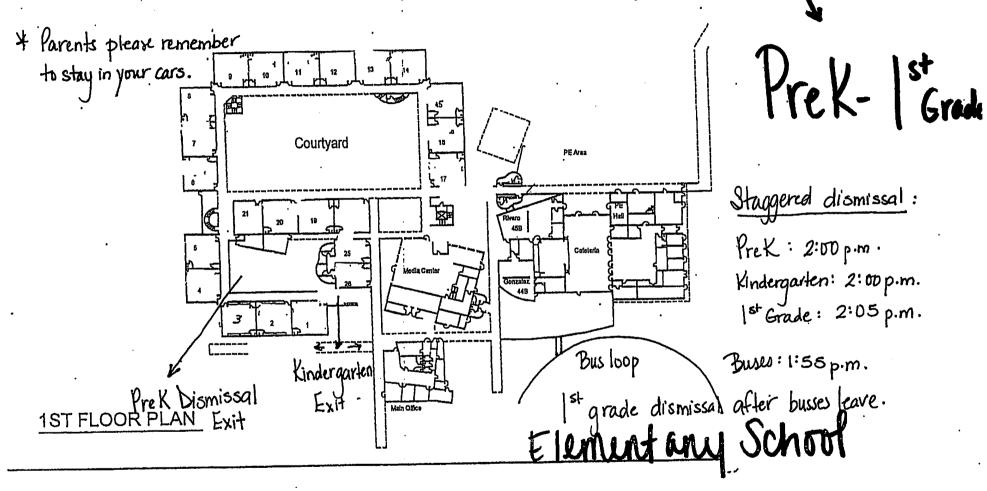
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Thank you for your support.

The JSR Administration & Faculty/Staff

Dismissal Areas by Grade



* Remember it is important to have the colored grade name tags on your dashboard.

You will receive them on the first day back.

Dismissal Areas (Grade 2-5*)

* Parents please remember to wait and stay in your cars. Staggered Dismissal Times: n Students riding bus will exit Courtyard 2nd grade: 3:00p.m. 300 p.m. 4m grade: 3:05 p.m. 5th grade: 3:05 p.m. Bus loop 2nd Grade Dismissal Dismissal Exit (once buses are gone) Dismissa 1ST FLOOR PLAN EXIT EXIT Visitor's Parking Dismissal side walk Exit

* Remember it is important to have the colored grade name tags on your dashboard. They will be provided on the first day.

How to Create a Parent Portal Account How to Add a Student to the M-DCPS Parental Portal

To access the Parent Portal:

- · Go to www.dadeschools.net
- · Click on Parents tab
- · Click on Create Account
- Read the M-DCPS Acceptable Use Policy
- If you agree with the terms, click I Agree
- · Click Next
- Complete sections 1 through 4 and click Register (an email will be sent to the email address used to create account)
- · On the "Thank You Page", click on Click here to exit
- Login into your email account to view the email message sent to you from M-DCPS to complete your registration. Click on the link on the email.
- Please wait while your parent portal account is created. A Thank you message
 will be displayed with your new username (Parent ID number). You will need this
 Parent ID number to login to your Parent Portal Account.
- Click Click here to Login
- Go to www.dadeschools.net
- · Click on the Parent Tab
- Click Login to Parent Portal
- Type your Parent Username (begins with a P) and Password
- Click Login
- Click Add/Remove Student
- Type the Student ID number (seven-digit number obtained by a parent with photo identification in the main office)
- Type the Parent PIN number (six-digit number obtained by a parent with photo identification in the main office)
- Type Home Zip Code
- Type Date of Birth (mm/dd/yyyy)
- Click Yes or No if student was born in the U.S.
- Select Birth State (or Country if not born in the U.S.)
- Click the green Click to add arrow
- Allow 24 hours to process

COMO CREAR UNA CUENTA PARA PADRES COMO AGREGAR UN ESTUDIANTE AL PORTAL DE PADRES M-DCPS

Para acceder al Portal de Padres:

- · Ir a www.dadeschools.net
- · Haga clic en "Parents"
- · Haga clic en Create Account
- · Lea la Politica de uso aceptable de M-DCPS
- · Si está de acuerdo con los términos, haga clic en I Agree
- ·Haga clic en Next
- Complete las secciones 1 a 4 y haga clic en **Register** (se enviará un correo electrónico a la dirección de correo electrónico utilizada para crear la cuenta)
- · En la pagina "Thank you" ", haga clic en Click here to exit
- Inicie sesión en su cuenta de correo electrónico para ver el correo electrónico de M-DCPS para completar su registro. Haga clic en el enlace en el correo electrónico.
- Espere mientras se crea su cuenta en el portal. Se mostrará un mensaje de agradecimiento con su nuevo nombre de usuario (Parent ID number). Necesitará este número de identificación de los padres para iniciar sesión en su cuenta del Portal de los padres.
- · Haga clic en Click here to Login
- Ir a www.dadeschools.net
- · Haga clic en "Parents"
- · Haga clic en Login to Parent Portal
- Escriba su nombre de usuario principal (comienza con una P) y contraseña
- · Haga clic en Login
- Haga clic en Add/Remove Student
- Escriba el Student ID number (número de siete dígitos obtenido por un padre con una identificación con foto en la oficina principal)
- Escriba el **Parent PIN number** (número de seis dígitos obtenido por un padre con identificación con foto en la oficina principal)
- · Escriba el código postal de su casa
- Escriba la Fecha de nacimiento (mm / dd / aaaa) de su hijo
- Haga clic en Yes or No si el estudiante nació en los EE. UU.
- · Seleccione Estado de nacimiento (o País si no nació en los EE. UU.)
- · Haga clic en la flecha verde Click to add para agregar
- Permitir 24 horas para procesar

Community Education and/or Before & After School Care Program Registration Procedures in order to Register and Pay Online using "FOCUS" software.

Web Browsers to use:
*Chrome *Firefox *Safari



- 1. Go to www.dadeschools.net
- 2. Click on "Parents" tab
- 3. Click on Login to Parent Portal
- 4. Log into your Parent Portal using your username and password (if you do not have a Parent Portal account follow the instructions on the back to create one).
 Please note, it may take up to 48 hours to be linked to your child
- 5. Click Login
- 6. Click Apps/Services/Sites on the top
- 7. Click Focus-Registration and Online Payment for Community Education/Before & After School Actions
- & After School Billing

 8. Click Purchase and Pay it will send you to the Emergency Contact Information to be complete per child(ren). If you have an additional child, select the correct child from the home screen on the top right-hand side and follow steps 8-15.
- 9. On the school dropdown, Select your school name.
- 10. Search for the Before and/or After Care Program that you would like to Purchase. **Double check the dates you want to purchase** (service period)
- 11. Click the green tab to Add to Cart
- 12. Make sure the program(s) you select appear on the right. If all is correct, click on the **green Checkout tab**
- 13. Verify the following:
 - √ Program (s) you are purchasing
 - √ Name of School of your child(ren)
 - ✓ Service Period Date (s) you are purchasing (After Care)
 - ✓ Service Period Date (s) you are purchasing (Community Ed Course)
 - ✓ Student Name
 - ✓ Cost of Program
- 14. Click Continue to purchase
- 15. Complete all fields marked with an *
- 16. Click on the green tab Complete Checkout
- 17. Print receipt (the receipt will reflect the student's schedule)

PROCEDIMIENTOS PARA REGISTRARSE Y PAGAR EN LÍNEA EL PROGRAMA DE ANTES Y DESPUÉS DE LA ESCUELA Y CLASES DE LA COMUNIDAD USANDO EL PROGRAMA "FOCUS"

Navegadores web para utilizar: * Chrome * Firefox * Safari

- 1. Ir a www.dadeschools.net
- 2. Haga clic en "Parents"
- 3. Haga clic en Login to Parent Portal
- 4. Inicie sesión en su Portal para padres usando su nombre de usuario y contraseña (si no tiene una cuenta en el Portal para padres, siga las instrucciones que aparecen en la parte posterior). Tenga en cuenta que puede tardar hasta 48 horas en estar vinculado a su hijo en el portal
- 5. Haga clic en Login
- 6. Haga clic en Apps/Services/Sites en la parte superior
- 7. Haga clic en Focus-Registration and Online Payment for Community Education/Before & After School
- 8. Haga clic en **Purchase and Pay** lo mandara a llenar la información de contacto de emergencia obligatoriamente. Si tiene un hijo adicional, seleccione el niño correcto en la pantalla de inicio en la parte superior derecha y siga los pasos 8-15.
- 9. En el menú de la escuela, seleccione el nombre de su escuela.
- 10. Busque el Programa de Antes y/o Después del Cuidado de la Escuela que le gustaría comprar. Verifique las fechas que desea comprar (período de servicio)
- 11. Haga clic en la pestaña verde Add to Cart
- 12. Asegúrese de que los programas que seleccione aparezcan a la derecha. Si todo es correcto, haga clic en la pestaña verde **Checkout tab**
- 13. Verifique lo siguiente:
 - √ Programa (s) que está comprando
 - √ Nombre de la escuela de su (s) hijo (s)
 - ✓ Fecha del período de servicio que está comprando (After Care)
 - ✓ Fecha del período de servicio que está comprando (Community Ed. Course)
 - √ Nombre del estudiante
 - √ Costo del programa
- 14. Haga clic en Continue to purchase
- 15. Completa todos los campos marcados con un *
- 16. Haga clic en la pestaña verde Complete Checkout
- 17. Imprima el recibo (el recibo reflejará el horario del estudiante)



MIAMI-DADE COUNTY PUBLIC SCHOOLS

2025-2026 SCHOOL CALENDAR ELEMENTARY AND SECONDARY

	ELEMENTARY AND SECONDARY																	
	JU	LY 20	25				AUG	SUST :	2025				SEPTE	EMBE	R 202	5		
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	Teacher F	Planning D	Day			Beg/End of Grading Period 1 - 44												
	District-w	ide Profe	ssional Le	arning Day	y	Legal Holiday				2 - 47								
Oa	Teacher F	Planning D	Day availal	ble to opt	to opt Legal Holiday (12 month) 3 - 46													
	Recess D	ay (10 and	d 11.5 mor	nth)			0	Available	to opt					4 -	43			
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For information on employee opt days, please refer to the back of calendar.

MIAMI-DADE COUNTY PUBLIC SCHOOLS 2025-2026 SCHOOL CALENDAR ELEMENTARY AND SECONDARY

August 11, 2025 Teacher planning day; not available to opt; no students in school

August 12 Teacher planning day; District-wide Professional Learning Day - not available to opt;

no students in school

August 13 Teacher planning day; not available to opt; no students in school

August 14 First day of school; begin first semester

September 1 Labor Day; holiday for students and employees

September 23 *+# Teacher planning day; no students in school, available to opt October 2 *+# Teacher planning day; no students in school, available to opt

October 17 End of first grading period; first semester

October 20 Beginning of second grading period; first semester

November 3 Teacher planning day; District-wide Professional Learning Day - not available to opt;

no students in school

November 11 Veterans' Day; holiday for students and employees
November 24-26 Recess Days (10-month and 11.5-month employees only)

November 27 Thanksgiving; Board-approved holiday for students and employees

November 28 Recess Day for students and employees

December 22 – January 2, 2026 Winter recess for students and employees with the exception of Fraternal Order of Police

and select 12-month employees

January 15 End of second grading period; first semester

January 16*+# Teacher planning day; no students in school, available to opt

January 19 Dr. Martin Luther King, Jr.'s birthday; holiday for students and employees

January 20 Beginning of third grading period; second semester
February 16 All Presidents Day; holiday for students and employees
March 20 *+# Teacher planning day; no students in school, available to opt

March 23-27 Spring recess for students and employees with the exception of Fraternal Order of Police

and select 12-month employees

April 2 End of third grading period; second semester

April 3 *+# Teacher planning day; no students in school, available to opt April 6 Beginning of fourth grading period; second semester

May 25 Memorial Day; holiday for students and employees

June 4 Last day of school; end fourth grading period; second semester June 5 Teacher planning day; not available to opt; no students in school

NOTE: Every Wednesday students in elementary schools (Grades 2-5) and K-8 Centers (Grades 2-8) are released one (1) hour early

Job Category	Beginning Date	Ending Date
Teachers new to the system	August 4, 2025	June 5, 2026
Assistant Principals and 10-month clerical	August 4, 2025	June 12, 2026
Cafeteria Managers	August 6, 2025	June 5, 2026
Satellite Assistants	August 8, 2025	June 4, 2026
All Instructional Staff, Paraprofessionals & Security	August 11, 2025	June 5, 2026
Assistant to Cafeteria Managers/MAT Specialists	August 12, 2025	June 4, 2026
Cafeteria Workers (part-time)	August 14, 2025	June 4, 2026

^{*}Teachers/paraprofessionals and school support personnel may opt to work one or two days, August 7, 8, 2025, or June 8, 9, 2026, in lieu of any one or two of the following days: September 23, 2025, October 2, 2025, January 16, 2026, March 20, 2026, and April 3, 2026. August 12, 2025, and November 3, 2025, are District-wide Professional Learning Days and are not available to opt.

- **+Teachers new to Miami-Dade County Public Schools** may opt to work one or two days June 8, 9, 2025, in lieu of any one or two of the following days: September 23, 2025, October 2, 2025, January 16, 2026, March 20, 2026, and April 3, 2026. August 12, 2025, and November 3, 2025, are District-wide Professional Learning Days and are not available to opt.
- **#Ten-month secretarial and clerical employees** may opt to work one or two days, July 31, August 1, 2025 or June 15, 16, 2026, in lieu of any one or two of the following days: September 23, 2025, October 2, 2025, January 16, 2026, March 20, 2026, and April 3, 2026. August 12, 2025, and November 3, 2025, are District-wide Professional Learning Days and are not available to opt.



Jane S. Roberts K-8 Center School Hours for Students

Grade Levels	Hours				
Pre-K, Kindergarten and First Grade	8:20 a.m. – 1:50 p.m.				
Grades 2-8	8:35 a.m. – 3:05 p.m.				
All Grades	Dismiss at 1:50 p.m. on Wednesdays				

Horario para los estudiantes

Grados	Horario			
Grados Pre-K, Kindergarten y Primero	8:20 a.m. – 1:50 p.m.			
Grados 2-8	8:35 a.m. – 3:05 p.m.			
Todos los grados	Los miercoles la salida será a la 1:50 p.m.			