



Elementary - Junior High  
7645 Winton Road, Cincinnati, OH 45224  
Phone (513) 521-5481 Fax (513) 728-3682  
CentralBaptistAcademy@gmail.com

Principal: Angela Helton  
Administrative Assistants: Pam Smith and Jennie Wells

Chartered by the State of Ohio  
A Ministry of the Central Baptist Church

October 31, 2018

**GRADE REPORTING:** Report cards were sent home with all students in all grades on Friday, October 26<sup>th</sup>. Grade Sheets will be sent home with all students in grades 4-8 on Friday, November 16<sup>th</sup>. Progress Reports will be sent home with all students in all grades on Friday, November 30<sup>th</sup>. Please remember to sign and return each report within one week.

**SAVORY FOODS FUNDRAISER:** Cookie dough and popcorn will be delivered on Monday, November 12<sup>th</sup> and will be available for pickup after 12:30 p.m. Please make arrangements to pickup your student's order that day as we cannot store unclaimed orders. We greatly appreciate your help and support in the cookie dough fundraiser!

**PICTURE RETAKE DAY:** If your student was absent on picture day in September or has recently enrolled, his/her picture will be taken on Wednesday, November 14<sup>th</sup>. Picture retakes will also be done for students who had a photographer error on their first pictures. The first set of pictures must be returned to the photographer before a retake will be done. All students having their pictures taken on this day must be in uniform.

**THANKSGIVING HOLIDAY:** There will be no school on Wednesday, November 21<sup>st</sup> through Friday, November 23<sup>rd</sup> in observance of Thanksgiving.

**CHRISTMAS MUSICAL:** The Christmas Musical will be held on Friday, December 14<sup>th</sup> at 9:30 am.

**CHRISTMAS BREAK:** The last day of school before Christmas Break is Friday, December 14<sup>th</sup>. We will dismiss at 11:00 a.m. on December 14<sup>th</sup>. Lunch will not be served. School will resume on Thursday, January 3<sup>rd</sup>.

**TRUANCY:** This is just a reminder that it is a parent's responsibility to have their student(s) in school for the full day unless there is sickness or another reason which meets state guidelines. Parents can be cited to court or can lose their EdChoice Scholarship for students who are chronically late to school or who have unexcused absences.

**OFFICE HOURS:** Remember that on days that there is no school the offices are closed.

**PICKUP POLICIES FOR ALL STUDENTS:** If your student is not picked up by 3:00 p.m., he/she must go to the After-School Program. We do not permit students to wait in the lobby after 3:00 p.m.

**BOX TOPS:** Don't forget to send in the General Mills Box Tops for Education as they are collected year-round.

**TRANSPORTATION CHANGES:** When you need to call to change transportation arrangements for your child(ren), you must call before 2:00 p.m. After that time classes are preparing to leave and will be going to the buses, the car pickup line, or preparing to go to the After-School Program. We must hear from the parent (verbally or in writing) when a change is necessary. It is not acceptable to just tell the child to tell us.

**ABSENCES:** If your child is absent from school, please remember to send a written note when he/she returns to school. Also, if you wish to pickup work for your child, please call to request it by 8:00 a.m.

**AFTER-SCHOOL PROGRAM:** Winter and possible bad weather are, of course, quickly approaching. This is a reminder that the After-School Program closes at 5:30 p.m. There is a \$1.00 per minute late fee after 5:30 p.m. This program is a pre-paid program: you need to purchase a time card in advance. When you pick your child up, he/she needs to be signed out with the time of pickup recorded. If your child is not signed out, you will be charged the maximum for that day.

**DATES TO REMEMBER:**

November 12	Cookie Dough Delivered
November 14	Picture Retake
November 30	Progress Report Go Home
November 21-23	Thanksgiving Break <b>(NO SCHOOL)</b>
December 14	Elementary Christmas Program 9:30 a.m.
December 14	Early Dismissal 11:00 a.m. <b>(NO LUNCH SERVED)</b>
December 17	Christmas Break through January 2 <sup>nd</sup> <b>(NO SCHOOL)</b>

**Praising God for His Blessings,**



**Angela Helton  
Principal**