



## Ellwood P. Cubberley K-8 School

*Home of the Cubs*

*A California Distinguished School*

*A National Blue Ribbon School*

3200 Monogram Avenue Long Beach, CA 90808

4400 Ladoga Avenue Lakewood, CA 90712

[www.lbcubberley.schoolloop.com](http://www.lbcubberley.schoolloop.com)

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August 25, 2020

Dear Cubberley Families:

Welcome back to the 2020-2021 School Year! I hope that you all had an amazing summer and are excited to embark on a new adventure in virtual learning. I am looking forward to the school year with great anticipation and am excited about the new staff members that will be joining our wonderful Cubberley family. I want to welcome Dr. Cassandra Richards, our middle school administrator at Cubberley North (Monroe Campus). Please take a few minutes to read over this information which will be helpful as you are making your final preparations to begin the school year.

**School Office Hours** – The Cubberley and Monroe (Cubberley North) office hours are 8:00 a.m. to 4:00 p.m. The phone number at Cubberley is (562) 420-8810. The phone number at Cubberley North is (562) 420-1055. Due to the current stay at home order, our offices are open by appointment only and all conferences will be held by phone or via teleconference. You may also email office staff if you have specific questions or need to make an appointment to come to campus:

David Valdez, Cubberley Office Manager – [dvaldez@lbschools.net](mailto:dvaldez@lbschools.net)

Ana Ortiz, Cubberley Enrollment – [aortiz@lbschools.net](mailto:aortiz@lbschools.net)

April Moore, Cubberley Attendance - [Amoore1@lbschools.net](mailto:Amoore1@lbschools.net)

Diana Derleth, Cubberley North Attendance & Enrollment – [dderleth@lbschools.net](mailto:dderleth@lbschools.net)

Sheila Tran, Cubberley and Cubberley North Banker – [stran@lbschools.net](mailto:stran@lbschools.net)

Laura Foster, Cubberley and Cubberley North Nurse – [lfoster@lbschools.net](mailto:lfoster@lbschools.net)

**Class Placements and Materials Distribution** – Official elementary class placements and middle school schedules will be available online via ParentVue or StudentVue on or after 5:00 p.m. on **Friday, August 28<sup>th</sup>**. Since instructional materials will need to be distributed for virtual learning, elementary teachers will be reaching out to families directly to make appointments to pick up materials. On **Monday, August 31<sup>st</sup>**, middle school students are being asked to report to the Monroe Campus at 4400 Ladoga Avenue in Lakewood to receive a paper copy of their schedules, a temporary ID, a loaner chrome book (if needed) and their instructional materials by grade level:

**8<sup>th</sup> Grade – 9:00 a.m. – 10:30 a.m.**

**7<sup>th</sup> Grade – 10:30 a.m. – 12:00 p.m.**

**6<sup>th</sup> Grade – 1:00 p.m. – 3:00 p.m.**

Middle school schedules will be distributed by Mr. Dixon in the covered bench area in the 8<sup>th</sup> Grade Quad at Cubberley North. Once students receive their schedules, they will walk to each of their classes and pick up materials from their teachers. If a student is in need of a loaner chrome book, they will receive one from their Period 1 teacher. Students will conclude at the covered benches, and will pick up their temporary ID, scan out their textbooks, and check out a chrome book if needed. It is possible that student schedules may be changed by administration during the first 20 days of school in order to balance classes. We will try our best to accommodate students' elective requests, but due to class size constraints, they are not guaranteed. Students who may be scheduled incorrectly can email Mr. Dixon at [kdixon@lbschools.net](mailto:kdixon@lbschools.net) or can message him through the Canvas system. **All parents, guardians, and students who come to our campuses will be temperature screened at the gate by school staff. Masks are required to enter campus. Please maintain social distancing.**

**The First Day of School** - The first day of school for all students is **Tuesday, September 1<sup>st</sup>**. All 1<sup>st</sup> – 8<sup>th</sup> grade students will be expected to log in for their first Zoom class at 9:00 a.m. TK/Kindergarten AM students will log in at 9:00. TK/Kindergarten PM students will log in at 12:15 p.m. Students will access their class Zoom link in their Canvas account. Canvas accounts will be accessible via the student portal on the LBUSD website. [www.lbschools.net](http://www.lbschools.net). Please see attached directions on how to log in to Canvas.

**The first 8 days of school, September 1<sup>st</sup> – September 11<sup>th</sup>, will be District-Wide Minimum Days.** Monday, September 7<sup>th</sup> is the Labor Day Holiday. Please see the attached bell schedules for virtual learning for specific grade level information, including start and end times. Beginning Monday, September 13<sup>th</sup>, all students will follow the Regular Day bell schedule for their grade level. We will be following the bell schedules for virtual learning until further notice. When we are able to return to in person instruction, we will be sending out a revised set of bell schedules.

**Cubberley Uniform Policy** – In order to promote school spirit and a safe and orderly campus, all Cubberley students will wear a school uniform when we return to in person instruction. In the interim, during virtual learning, all students must be dressed and groomed for school, but are not required to be in school uniform. Please adhere to the guidelines when purchasing school clothes. The updated uniform policy is available on Cubberley's website and was sent home in June. "Spirit Wear" is encouraged and may be worn in lieu of a uniform shirt. **Please label all clothing and personal belongings when returning to school.** Students who come out of uniform will be given loaner clothing or will call home for a change of clothes. Students who may be in need of uniform assistance can contact Mrs. Ortiz in the school office. Please support the efforts of Cubberley School by making sure your student is prepared for learning every day. There will be frequent opportunities for free dress and/or spirit days. Please consult the *Cubberley Connection Online*, the Cubberley Facebook Page or the *Cubberley PTA Instagram* to stay informed of school events and activities.

On behalf of myself and the entire Cubberley staff, we are looking forward to a great school year. I am hoping to see all of you in person very soon. Go Cubs!

Mrs. Imbroane, Principal  
[cimbroane@lbschools.net](mailto:cimbroane@lbschools.net)