



Pearl River School District

EVANS PARK ELEMENTARY SCHOOL

40 Marion Place

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Peggy Lynch
Principal

May 21, 2020

Dear Evans Park Families,

As we approach this Memorial Day holiday weekend, I hope you and your families are well and looking forward to a bit of extra time for outdoor activity.

Thank you for the responses to curbside pick up for your child's belongings. We will be distributing the students' things on Wednesday, May 27th and Thursday, May 28th. Families will be assigned a time slot to retrieve personal belongings as well as drop off classroom and library books students brought home in March. **The time slots are based on responses received. Should you have missed sign ups or are unable to come at your assigned time, we will have a time at the end of the last day for those who did not get to us earlier.**

The process will be as follows:

1. During your assigned day and time period, drive up to the building and line up in the bus lane, pulling up to the orange cones. **Remain in your car.**
2. Please wear gloves and a mask that covers your nose and mouth as you prepare for receiving materials. Staff members will be wearing gloves and masks as well.
3. Either lower your passenger side window to give your child(ren)'s name(s) or, alternatively, have a sign containing that information to hold up in that window.
4. Your child(ren)'s items will be brought to the passenger window, or you may pop the trunk from inside your car and the baggie with the belongings will be deposited.
5. Upon completion of the pick up, please pull forward to the curve in the driveway. While still wearing gloves and a mask that cover the nose and mouth, drop materials you are returning to school in the labeled boxes. **Please do not permit children to leave the car.**
6. IF YOU OR SOMEONE IN YOUR HOUSEHOLD IS SYMPTOMATIC, HAVE BEEN EXPOSED TO SOMEONE WHO HAS TESTED POSITIVE LESS THAN TWO WEEKS PRIOR, OR ARE AWAITING TEST RESULTS, YOU SHOULD NOT COME TO THIS PICK UP. Kindly contact me via email about this or other inability to come to the building.
7. Please note that no teachers will be present.

The schedule for pick up is as follows; family last names beginning with

- A - C: 9:00 AM - 10:00 AM, Wednesday, May 27th
- D - G: 11:00 AM - 12:00 PM, Wednesday, May 27th
- H - N: 1:30 PM - 2:30 PM, Wednesday, May 27th
- O - Z: 9:00 AM - 10:00 AM, Thursday, May 28th
- All others (didn't sign up or couldn't make appointed time): 12:00 PM - 2:00 PM, Thursday, May 28th

If you are not picking up your child's belongings, but would like to drop off school library and classroom books that were borrowed, there will be boxes outside the school everyday during the week of June 1 between 7 AM and 11 AM. Thank you in advance for your cooperation in making this a smooth process.

Sincerely,
Peggy Lynch