

Ellenville Central School District
28 Maple Avenue
Ellenville, NY 12428

May 18, 2020

Dear Parent/Guardian,

As you are aware, the buildings will remain closed for the remainder of the academic year. We understand that many students have personal belongings in their classrooms and/or lockers that need to be picked up and that students are in possession of District property that needs to be returned. This includes: Athletic Uniforms/Equipment, Calculators, Library Books, Textbooks or any other items that were loaned by a teacher or the District. **Students in grades K - 11 will be keeping their Chromebooks over the summer. *Graduating seniors and students not returning for the next academic year will need to return their Chromebook and charger.***

Date/Time for Pickup of Student Belongings & Return of District Property:

Monday, June 15	Wednesday, June 17	Thursday, June 18
7:00 a.m. - 9:00 a.m.	7:00 a.m. - 9:00 a.m.	7:00 a.m. - 9:00 a.m.
1:00 p.m. - 3:00 p.m	1:00 p.m. - 3:00 p.m	1:00 p.m. - 3:00 p.m
5:00 pm - 7:00 p.m	5:00 pm - 7:00 p.m	5:00 pm - 7:00 p.m

Locations: (If you have children in multiple buildings you will need to go to each building location.)

- Elementary School: Lobby Curb (vehicles), Doors to the Left of Lobby (walkers)
- Middle School: Back Parking Lot by the tennis courts
- High School: Curbside Main Entrance

Procedures:

- You will be greeted by a member of our staff who will confirm that you are the student/parent/guardian. **(Please have some type of identification)**
- The staff member will radio to someone in the building to bring your child(s) belongings to you. and collect District items. **(please remain in your vehicle)**
- Please exit campus as soon as you get your child(ren)'s belongings.

For Everyone's Safety:

- All staff present on pick up days will have masks and gloves on at all times.
- Please remain in your vehicle (unless you are walking to the campus).
- Please bring and wear your own protective gear (gloves/masks).
- Please stay 6 feet apart from others while collecting belongings.

If you have questions or concerns, please contact the main office of your child's building:

Elementary School: 845-647-0113

Middle School: 845-647-0126

High School: 845-647-0123

Thank you.