



## **Important Details About School Check-Out Day** **For Grades 6 - 8**

While we all wish we could be together to wrap up our school year with our usual traditions and activities, social distancing requirements mean we need to do something new and different this year. Please review the following directions, schedule, and list of items to bring to school to ensure a safe and orderly closing of our building. If anyone in your family has been ill, please contact our front desk at [reception@ckcs.net](mailto:reception@ckcs.net) to make other arrangements to drop off PCK-owned items and gather your student's belongings.

### **DIRECTIONS**

We ask **one parent** from each family (absolutely no students please) to come to PCK according to the following schedule to gather items belonging to your student and drop off things belonging to the school. Please wear a mask and gloves, if possible. Bring a large plastic bag (like a trash bag) to hold your student's belongings. Also, please take everything from your child's locker and sort it at home (unless you see books or supplies that belong to PCK) to keep your visit short, making social distancing easier.

- Please have your child's locker number and combination. Locker numbers are available in Infinite Campus. From the main menu select "More," then "Lockers."
- If you have students in multiple grades, you will need to come at the time assigned for each grade level.

### **SCHEDULE**

**8th grade - Friday, May 22, 10:00am - 2:00pm.** Please enter through the back staircase, not the main entrance to the school. In order to promote social distancing, we ask parents to arrive between the following times based on your child's locker location:

Please arrive between 10:00 - 11:00 if your student's locker number is 188, 196, 204, 212, 220, 228, 236, 244, 252, 260, 268, 276, 284, 292, 300, 308, 316, 324, 332, 340.

If your student's locker number is 190, 198, 206, 214, 222, 230, 238, 246, 254, 262, 270, 278, 286, 294, 302, 310, 318, 326, 334, 342, please come between 11:00 - 12:00.

From 12:00 - 1:00, please come if your student's locker number is 192, 200, 208, 216, 224, 232, 240, 248, 256, 264, 272, 280, 288, 296, 304, 312, 320, 328, 336.

Please arrive after 1:00, and have your student's items gathered by 2:00, if your child's locker number is 194, 202, 210, 218, 226, 234, 242, 250, 258, 266, 274, 282, 290, 298, 306, 314, 322, 330, 338.

**6th grade - Wednesday, May 27, 8:00am - 12:00pm.** Please park in the small lot off Centerpark Loop and go directly to the 6th grade building. We will have another grade level using the PCK lot to access the main building at this time. In order to promote social distancing, we ask parents to arrive between the following times based on your child's locker location:

8:00 - 9:00: Parent of S. Alla, R. Berry, S. Chilukoori, E. Choe, M. DeFrees, M. Dudnick, T. Duong, L. Ferguson, G. Gibbs, J. John, R. Landers, J. McCarthy, T. Meyer, J. Neill, S. ParkerHaase, A. Quint, K. Ruffin, D. Spencer, S. Terrio, V. Vihayanand

9:00 - 10:00: Parent of C. Anderson, L. Bennett, L. Clarkson, Q. Cuba, A. Eckert, S. Farook, R. Guilbeaux, J. Gustashaw, L. Holck, M. Lawritson, O. Lawritson, J. Liang, E. Mockus, L. Myran, A. Pasha, A. Purohit, M. Sampson, H. Sievert, C. Thiessen, N. Trevey

10:00 - 11:00: Parent of R. Badiginchala, J. Buswell, P. Coors, S. Dickey, R. Draper, A. Edwards, G. Gaskill, M. Hamilton, D. Krupa, C. Meier, S. Mohankumar, E. Noyes, Q. Patterson, Z. Rozick, M. Scarlett, N. Teerlink, E. Thomas, T. Younger

11:00 - 12:00: Parent of K. Bender, R. Blom, J. Cho, M. Craven, J. Diede, E. Faries, C. Ferrell, E. Hoer, T. Hutama, L. Johnson, K. Le, H. McReynolds, N. Moore, L. Nelson, J. Post, S. Reisdorph, B. Shinnick, C. Stohlton, A. Tollin, P. Wen

**7th grade - Wednesday, May 27, 12:00pm - 4:00pm.** Please enter through the back staircase, not the main entrance to the school. In order to promote social distancing, we ask parents to arrive between the following times based on your child's locker location:

Please arrive between 12:00 - 1:00 if your student's locker number is 107, 195, 203, 211, 219, 227, 235, 243, 251, 259, 269, 277, 285, 293, 301, 309, 317, 325, 333, 341.

If your student's locker number is 109, 197, 205, 213, 221, 229, 237, 245, 253, 263, 271, 279, 287, 295, 303, 311, 319, 327, 335, 343, please come between 1:00 - 2:00.

Arrive between 2:00 - 3:00 if your student's locker number is 191, 199, 207, 215, 223, 231, 239, 247, 255, 265, 273, 281, 289, 297, 305, 313, 321, 329, 337.

Please arrive after 3:00 and be prepared to have all of your student's belongings collected by 4:00 if your child's locker number is 193, 201, 209, 217, 225, 233, 241, 249, 257, 267, 275, 283, 291, 299, 307, 315, 323, 331, 339.

### **WHAT TO BRING**

Families need to return all items *belonging to PCK* on their assigned day, including:

- Chromebooks/chargers/headphones
- All text books
  - math book
  - language book
  - science book
  - social studies book
  - Spanish book
- Novels from PCK, including classroom library books
- PCK Library books
- Locker lock
- NJHS paperwork (if applicable)
- School-owned band instruments
- All *Shrek the Musical* techs and performers who are not able to continue the show in July need to return their scripts
- MS Book Nook books (they are labeled inside and have the teacher's name on them)
- MS research paper books borrowed from Mrs. Eckert and Mrs. Nelson
- MS *Realms of Gold* and *Little Worlds* books
- African American books (PCK copied and bound)
- MS *Amplify Poe* books

### **WHAT TO TAKE (don't forget to bring a large bag)**

- All items from your child's locker (including trash - please sort it at home)
- Student artwork
- Anything in the LOST & FOUND belonging to your family. A table of lost items will be set out on the curb for parents to check.

**Thank you for your cooperation and adherence to the schedule and safety guidelines above. We wish all PCK families a healthy and safe summer break.**