It is with much sadness that we will not return to school for the 2019–2020 school year. Following the recommendation of Governor Andy Beshear we will continue with Non Traditional Instruction. This is not how any of us hoped this school year would end. We are putting the following plan in place for collection of student work, collection of library/textbooks and the collection of students personal belongings

Beginning Monday, May 4th

For collection of student work there will be storage boxes set up by grade level to collect assignments. Collection boxes will be placed on the front area of the school along the porch. Each box has the grade level marked prominently on the front. Every afternoon boxes will be checked for items and placed in the school.

It is imperative that students have their FIRST AND LAST NAME as well as their GRADE LEVEL marked on the front of <u>all</u> the work they are turning in.

Textbooks, library books and other items that are property of the school may also be placed in the grade level boxes. Again, It is imperative that students have their FIRST AND LAST NAME as well as their GRADE LEVEL marked on the front of the items they are turning in.

**If a family cannot bring work to the school or submit electronically please communicate with school personnel and we will try to coordinate a way to get their work.

For students who have personal belongings they need to collect from their classrooms, teachers will collect items and place them in bags. Families can pick up items by stating the student's name at the door while remaining a 6ft distance. Items will be brought to the door and placed outside for the parent to pick up while remaining 6ft distance at all times and no contact. Items will be available for pick up from 9:00AM-2:00PM Monday-Thursday beginning May 4th. Social distancing and sanitization guidelines must be followed at all times. Limited school personnel will be in the building.

Yearbooks have been shipped and if they arrive will be placed with items for pick up. Fundraiser rewards will also be included in the item pickup.

Again, this is not how any of us wanted our school year to end but we must do our part to keep our community safe and healthy.

Thank you for your support,

Mrs. Lancaster Sinking Fork Elementary - Principal