



Dear Families,

On Monday, June 1st, we will have the opportunity for you to pick up your children's locker supplies, yearbook, and to drop off any school books that you may still have at home. [June 1st Supply Pickup.pdf](#) that shows how drop off will work. Attached below is the full schedule for every family at Monroe. Please look carefully for your 1 hour time slot. Great care was taken to spread out the times so that around 35 families from various letters of the alphabet will arrive each hour. This means that even if everyone that has the 9-10AM time slot came at the same time they will still be able to spread out. Here are the steps involved for that day:

- Please only come by car. Mask and gloves are recommended and social distancing is required.
- Drive into the parking lot and pull past the cone with the letter of your last name.
- You can get out of your car to grab your child's/children's boxes. They are labeled with their full name.
- Continue driving around the loop and drop-off library books, teacher's materials you may still have, and bottle caps if you've been collecting them for the Green Club. Students CAN keep their district devices until the fall.
- **5th grade families will come between 2-3pm** to gather all of their children's belongings along with an extra bag from the Culmination Committee.
- Just like morning drop-off, please be patient and we'll get everyone through safely.

Other Questions and Answers:

1. What if I can't come get my stuff that Monday? Please email Mr. Horne and you can come on Tuesday. Otherwise we'll hold onto your things until August for you. You can turn in your books at that time as well.
2. Should my children all come with me? They are not needed unless you cannot leave them at home. 5th graders are the only students encouraged to come.
3. Will my child's art class materials be included? Only 5th grade art will be included. The rest will be distributed in the fall.
4. What if it's raining and you can't leave the boxes outside along the curb? If the weather isn't dangerous we'll still follow a similar approach except we'll need you to **put a sign up on your windshield with your last name visible**. We'll bring out your box and either set it down for you or put in the trunk if it's open. All of your drop-off items can be put in a box or trash bag for us to grab.
5. What if it's dangerous weather? Keep checking your email for updates. Some time slots may be moved to Tuesday.

Time Slots for June 1st Pickup/Drop-off can be found here: [Student Pick-Up Time Slots.pdf](#)

Thank you for your help making this day go smoothly and keeping everyone safe.

Sincerely,
Mr. Horne