

Hello Parkway Manor families!

I hope this message finds you healthy and all doing well. This is certainly not the way we anticipated ending our school year. While we have been navigating eLearning together, we are extremely grateful for your constant collaboration with our staff to ensure our learners are finding success. Our staff appreciates your communication and dedication to encourage the continuity of learning for your child.

Below is our plan to return student belongings and medications that remain at Parkway Manor. Please review the plan below to ensure this process runs smoothly.

STUDENT BELONGINGS

Each student's desk items and other personal belongings were located and have been packed into a bag with his/her name on it. We did our best to ensure we retrieved everything, but there may have been an item which was not located. If that is the case, please email your child's teacher with that item.

PROCEDURES FOR ITEM DISTRIBUTION

For the safety and wellness of you and our staff volunteering during distribution, no one is permitted to exit their vehicles. Staff members will be wearing protective masks and gloves. Distribution will be completed without person-to-person contact.

PREPARING TO COME TO PARKWAY MANOR

- Check the schedule listed at the end of this document for the appropriate day and time to pick up your child's belongings.
- Also, any materials your child has at home that belong to Parkway Manor (calculators, textbooks, library books, etc.) and/or any items that belong to your child's teacher, should be placed in a bag with your child's name and teacher's name. Please return to Parkway Manor on your designated evening.
- **We are not collecting district-provided laptops at this time.**
- Our nurse Diane Schrimpe will be available for student medication pick up on Wednesday, June 3rd and Thursday, June 4th and **identification will be checked at distribution.** If you have any questions or concerns about medication distribution, please contact Nurse Diane Schrimpe at schrimped@parklandsd.org.

ENTERING THE SCHOOL CAMPUS:

All traffic should enter the main parking lot by the cafeteria. Staff will direct you to follow the traffic flow.

ADDITIONAL INFORMATION

- **If you have more than one child at Parkway Manor, please plan to pick up all student materials on the day/time scheduled for your youngest child.**

- If you ordered a yearbook, they will be distributed at a later date due to a plant closure delaying completion. At this point distribution will possibly be the end of June or beginning of July.

SCHEDULE FOR STUDENT MATERIAL DISTRIBUTION

Monday, June 1st: 5:00-7:00pm

Kindergarten classes

Tuesday, June 2nd: 5:00-7:00pm

Grade 1 classes

Wednesday, June 3rd: 5:00-7:00pm

Grade 2 classes

Thursday, June 4th: 5:00-7:00pm

Grade 3 classes

Friday, June 5th: 5:00-7:00pm

Grade 4 classes

Monday, June 8th: 5:00-7:00pm

Grade 5 classes

Once again, thank you for your support of our students, staff, and the school community as we navigate many new hurdles together. We wish you and your family great health and continued safety this summer.