

Blue Ridge CUSD 18 2019-20 Retrieval Plan

School Calendar: We have moved up the last day of student attendance for the 2019-20 school year to May 19, 2020. The Blue Ridge spring break fell within the statewide “Act of God” days so we were able to move those 5 non-attendance days to the end of our school calendar. In addition, we have three remaining “Remote Learning Planning Days” which we will move to May 20-22 and use for teachers to close up their classrooms, do final grading, and prepare for summer break. This has been a remarkably stressful time for our family, students, and staff, and we hope this change will provide some much needed relief.

Item Retrieval Plan: Listed below are the plans developed for students to drop off school items and pick up personal items. If you have questions, please call your child’s school.

Preschool through grade 8 - End of Year Retrieval Plan

5/19: Last day of student attendance

5/20: Students with last names beginning A-H will be able to come to Schneider School and BRIJHS to get their things from 8-Noon.

5/21: Students with last names beginning I-Q will be able to come to the buildings to get their things from 8-Noon

5/22: Students with last names beginning R-Z will be able to come to the buildings to get their things from 8-Noon

Important Information for all families:

- Please wear a mask if over the age of 2.
- Please maintain social distancing at all times.
- Only so many families will be let into the building at a time.
- There will be lines to maintain 6 feet apart while waiting to check in Chromebooks.
- If you are a family with more than one last name, pick one day to come and collect all items.
- Please allow at least 15-20 minutes for this process, especially for Chromebook check-in.
- Students in 7th and 8th grade will come into the building to clean out their lockers.
- Staff will have items pre-packed up for students in grades PK-6. Please come to the circle drive of either Schneider or BRIJHS and give your student’s name to a staff member. They will collect items you are dropping off and bring out your items to you.

Things to drop off:

- Packets of work
- Manipulatives
- Art Supplies
- Chromebooks (cases and chargers too!) – **Make sure your Chromebook is charged when you bring it in. This will make the check in process go more quickly for you.**
- Jetpacks
- Textbooks
- Library Books
- Sheet Music

- Sports Uniforms (track sweats, cheer, and volleyball uniforms)

Things to be picked up:

- Personal items from desks
- Personal items from lockers
- PE Shoes and clothes
- Art Projects
- Medications
- Gowns/Promotion Certificates (8th Grade only)

High School - End of Year Retrieval Plan High School Retrieval Plan

Beginning on Wednesday, May 20 and continuing through Friday, May 22, 2020 students in gr. 9, 10, and 11 will be able to turn in supplies, textbooks, library books, chrome books, pay fees, clean out lockers, etc. in the following manner. (Note: seniors received instructions regarding retrieval of items in the explanation regarding graduation. BRHS Graduation plans and related information are posted at <https://5il.co/fh12>.) If you have any questions or concerns, please call the high school office.

Wednesday, May 20	8 am to 11:45 am, First Half of the Juniors as selected by the Office Staff* 12:15 pm to 4:00 pm, Second Half of Juniors*
Thursday, May 21	8 am to 11:45 am, First Half of Sophomores* 12:15 pm to 4:00 pm, Second Half of Sophomores*
Friday, May 22	8 am to 11:45 am, First Half of Freshmen* 11:45 am to 4:00 pm, Second Half of Freshmen*

*Note—Specific Lists will be available soon.

Siblings will be able to come together, and if you cannot make the assigned time; please call the office to make other arrangements.

Important Information for all families:

- Please wear a mask if over the age of 2.
- Please maintain social distancing at all times.
- Only so many families will be let into the building at a time.
- There will be lines to maintain 6 feet apart while waiting to check in Chromebooks.
- If you are a family with more than one last name, pick one day to come and collect all items.
- Please allow at least 15-20 minutes for this process, especially for Chromebook check-in.
- Bring Chromebooks (cases and chargers too!) – **Make sure your Chromebook is charged when you bring it in. This will make the check in process go more quickly for you.**

Description of Process:

- Students will enter through the Main Entrance in the Circle Drive and checked in with Mr. Lawrence.

- Mr. Lawrence will direct them to Mr. Kramer in the Commons who will check in their Chrome Books, chargers, and cases.
- Students will receive their PE clothes which will be bagged and labeled – Commons Area
- Students will be directed to the Office where they will pay any fees or fines
- Students may then return library books to the library
- Next, students will be directed to their locker to clean it out, and return any textbooks, supplies, etc. to teachers. Teachers will be in their classroom, at a “Social Distance” to collect any textbooks or supplies. Faculty and staff will be monitoring halls so that social distancing guidelines are followed.
- Once the student has cleaned out his or her locker and returned all of his or her materials to the appropriate places, he or she can check out with Mr. Lawrence by the Circle Drive.
- Any Student Items that were not cleaned out by the end of the day on Friday, May 22, 2020 will be delivered to students during the week of Tuesday, May 26th, by the Blue Ridge Home Delivery System.