

Directions for the EPES  
“End of Year Send Off” Event

Monday, May 18 and Wednesday, May 20 the elementary staff will host an “End of Year Send Off” for students. Each grade level will have an AM and a PM time to accommodate families (see the chart below). Fourth grade teachers will personally deliver fourth grade students’ items to their homes. The fourth grade event will be held on Wednesday, May 27 beginning at 9:00 AM.

Grade:	May 18 Times		May 20 Times	May 27
Preschool	9:00 AM-11:00 AM	or	3:00 PM-5:00 PM	X
Kindergarten	9:00 AM-11:00 AM	or	3:00 PM-5:00 PM	X
First Grade	9:00 AM-11:00 AM	or	3:00 PM-5:00 PM	X
Second Grade	3:00 PM – 5:00 PM	or	9:00 AM – 11:00 AM	X
Third Grade	3:00 PM – 5:00 PM	or	9:00 AM – 11:00 AM	X
Fourth Grade	X		X	Delivery begins at 9:00 AM

**\*IMPORTANT:** We would prefer families drive through the line, however, we understand not all families may have access to a vehicle during this time. If you are walking, please make sure you follow social distancing guidelines. Please follow the same path as the vehicle traffic, utilizing the sidewalks. Wait for the staff to approach you, they will take your materials for turn-in and send you to the gym area for pick-up. Thank you for your cooperation.

The staff would like the “End of Year Send Off” event to run as smoothly as possible. Please follow the directions below to ensure a positive experience for everyone.

1. We will utilize the West Parking Lot at the elementary building for drop off of materials and check in. ALL families must check in at the West Parking Lot (even if you do not have materials to drop off).
2. Turn onto Thomas Street off of West North Ave. From Thomas Street you will turn right into the West Parking lot.
3. Have your drop off materials ready for turn in. You will hand your materials to the staff waiting at the E-9 door. You will also give your child’s name and teacher’s name to the staff at the drop-off site.
4. You will exit the West parking lot turning right onto Thomas Street. Then turn right onto West Grant street. Proceed to the gymnasium doors.
5. You will meet your child’s teacher here and receive your child’s personal belongings, art portfolio and a gift from the EPES staff.

Thank you so much for your cooperation. We look forward to seeing all our students! Thank you again for all you have done! GO BULLDOGS!!!

