



May 12, 2020

Dear Mooreville HS Families -

With guidance from the Morgan County Health Department, we have finalized the process for families to pick up student belongings and to return any school resources your child(ren) may have at home.

To help minimize the number of people on any school campus at one time, we ask that families prepare items for quick drop-off/pickup. We will coordinate arrival days alphabetically. All parents/guardians and students will stay inside their cars throughout the drop-off/pickup process.

Before your arrival, please do the following:

1. Books (textbooks, library books, etc.) and other school-issued items that need to be returned.
2. Please have the students write their first and last name inside the front cover of any hardback textbook on the designated line if it is not already there.
3. MHS will not be collecting Chromebooks and chargers for students who are returning to MHS in the fall. All returning students will use their same device for the 2020-21 school year.
4. Make sure there is an open area in your trunk or back seat where items can be placed in your car.

Pick up/Drop off Process:

Please follow the map to areas where you drop off items in designated bins/carts. Place a sign in their front window or passenger's side window with the student's name on it. You will stop at Door 29 where MHS staff will retrieve items from your car. You will proceed to Door 38 to pick up items that have been removed from your child's locker. Also, band/orchestra instruments that have been requested will be picked up here. These will be placed into your trunk or back seat.

All unclaimed student items which have not been picked up, or about which we have not been contacted by May 29, will be disposed of or donated. Please note the school offices are not open; however, if you have questions you may call the office and leave message on the receptionist line (dial "0"). We will return your call as soon as possible.

Medications:

Should your child have medication at the school building, please contact the office to make arrangements to receive medication by May 19. The office phones will be answered May 13-19 from 8:00-1:00. Anyone picking up medication must produce a government-issued photo ID and sign for the item(s).

Field Trip Money:

Please contact the club or organization sponsor about funds for any canceled field trips.

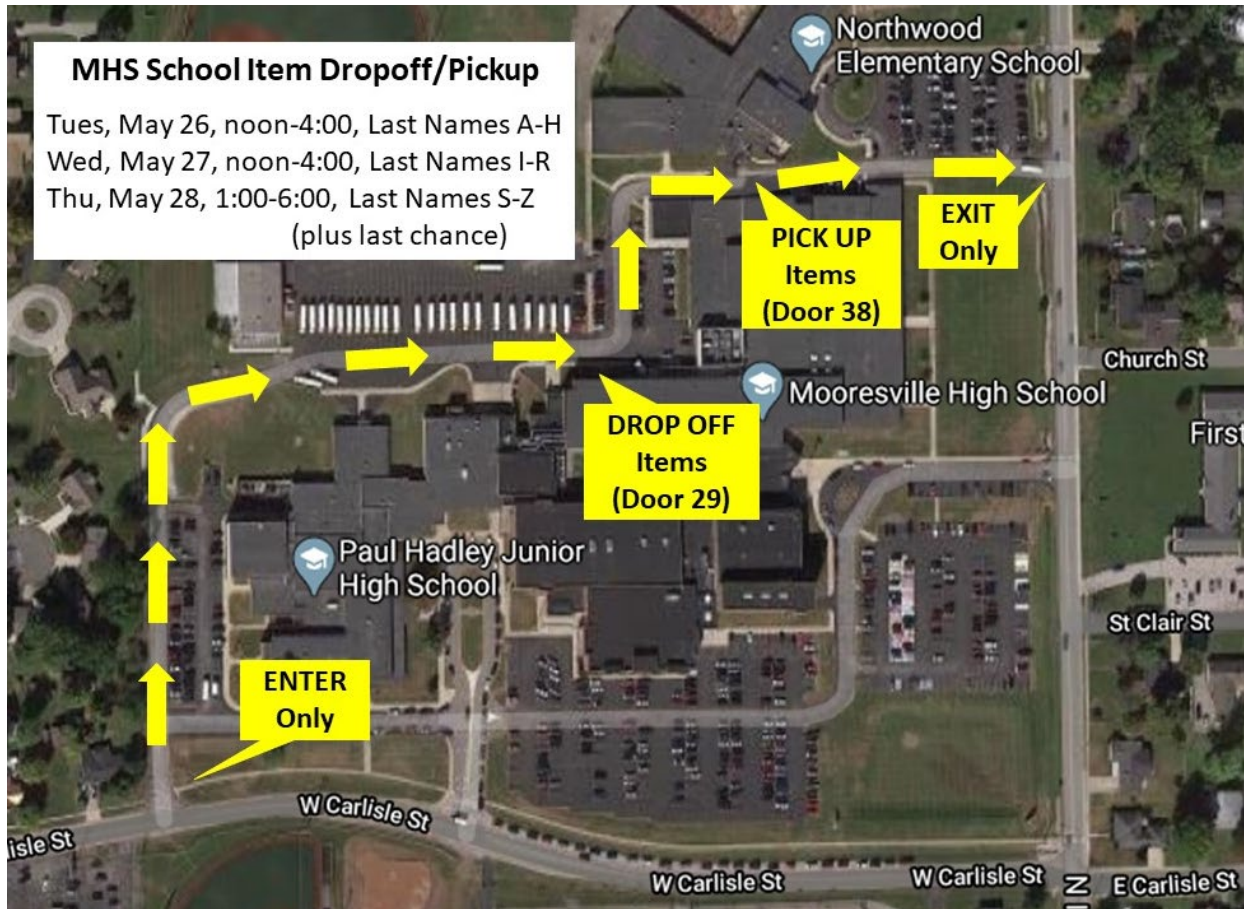
Students not returning to MHS:

Students who are not returning to MHS will follow the same procedures, except:

- All school materials must be returned including the Chromebook, case, and charger.
- Parents will complete student withdraw paperwork.

Pick Up/Drop Off Dates, Times Map:

- Tues, May 26, noon-4:00, Last Names A-H
- Wed, May 27, noon-4:00, Last Names I-R
- Thu, May 28, 1:00-6:00, Last Names S-Z (plus last chance)



We appreciate your patience as we work through this unusual end to our school year. We also want to remind our families that, per Governor Holcomb's Executive Order, all of our school buildings, playgrounds, and athletic facilities will remain closed to the public through June 30, 2020.

Thank you for all you have done to help your child through the eLearning process these last several weeks. We look forward to seeing everyone (from a distance) very soon!

With Pioneer Pride,

Dr. Brian Disney

PRINCIPAL