

Dear Parents/Guardians,

The first day of remote learning for students will be Tuesday, September 8, 2020. It is expected that we will remain in remote learning until February 2, 2021. Teachers will be packaging learning materials for students to use at home during remote learning. We have organized a plan to allow for contactless pick up of your child's materials on Wednesday, September 2 and Thursday, September 3. You **MUST** sign up for a time using the link below. If you arrive at the school without a scheduled appointment time, you will need to wait. There are a few important things you need to know:

1. Enter the parking lot using the driveway entrance on Pinewood Drive. Proceed to the drop off loop located on the side of the building (near the gym and cafeteria). You will need to have a sign displayed in your windshield with your child's and teacher's name on it. If you have more than one child, please include this information for all of your children that attend Walt Disney Elementary School. The Home Access Center (HAC) will open in the afternoon on August 27, 2020 for you to log on and see who your child's teacher is. Kindergarten parents/guardians that are new to the district will receive an email next week with directions and HAC login credentials.
2. There will be signs and staff members in the parking lot directing you through the pick up line. If your child is in 1st - 5th grade and you have requested a Chromebook, you will be given a Chromebook and charger when you pick up your child's remote learning materials. Kindergarten Chromebooks will be distributed at a later time. In order to reserve a Chromebook for your child you MUST complete the [Google Form](#).
3. Neither students, nor parents/guardians are permitted to exit their vehicle during this process. Please remain in your vehicle at all times. A staff member will bring your child's learning materials to your vehicle and place them in the trunk. Staff members are not permitted to have any contact with the occupants of the vehicle. If you are ill, have a fever, have COVID-19, contact with someone that has COVID-19 or have been asked to self quarantine, please send someone else to pick up your child's materials. Our staff members are required to wear a mask and we ask that you do the same.
5. If you are unable to make the scheduled appointment time, you can send someone else in your place to pick up your child's materials. The individual picking up your child's materials will need to have the information requested above. Click on the link below to sign up for a pick up date/time.

[Student Material Pick Up 8/2/2020 & 8/3/2020](#)

If you have any questions, please contact me at [lruffing@pennsburyisd.org](mailto:lruffing@pennsburyisd.org)

Thank you,

Laurie A. Ruffing