



## CLINTON TOWNSHIP SCHOOL DISTRICT

128 Cokesbury Road, PO Box 6, Annandale, NJ 08801

908-236-7235

*"Where Children Come First"*

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May 22, 2020

Dear Families & Staff,

We are approaching the finish line! As most of us breathe a sigh of relief, there is still a lot to do in the next few weeks. First is the assignment and completion of school work. Teachers will continue to assign new work through June 9th. The rest of that week, three full days, as well as the two early dismissal days on June 15 & 16, staff will continue to be available to assist students. This period allows students to complete any missed work and turn it in prior to the end of the last marking period. In addition to communicating with students, staff will also have the added task of closing down their classrooms for the school year. Some of those items will include, creating class lists, holding transition meetings with staff, organizing materials for the coming year, ordering supplies, and organizing student cumulative files.

In the coming two weeks, staff members will also enter the buildings to collect and bag your student's belongings. These will be prepped for parent pick up, the first week of June. A schedule of the pick up process will be sent under separate cover, within the next week. We will have a contact free pick up, where parents will be assigned a time slot and then drive by to pick up the labeled bags. No students are currently allowed in the buildings. At times when our staff members are in the buildings, they will be unavailable for emails. Please also note that no materials may be dropped off at this time.

Additional plans are underway for parents to drop off items that must be returned to the schools. These include textbooks, library books, chromebooks and chargers, chromebook cases for CTMS, ipads or other devices, and so on. We will schedule a collection for the end of the school year so that materials remain available to our students to complete the work of this school year.

We hope that you all enjoy this Memorial Day weekend, and having the day off on Monday. Teachers will resume instruction on Tuesday, May 26th. As we look back on the last two months, we want to express our sincere appreciation to our parents, you have become true partners in the education of our students. We also want to thank our staff for their tremendous efforts in continuing the education of our students. All of us have been working under very challenging conditions. We do not know what the fall holds in store for schools, but we will continue to provide updates on all happenings, as well as posting them on the [CTSD website](#) and our [Health Preparedness website](#).

Take care and be well,

Sincerely,

*Dr. Michele Cone*

Michele Cone, EdD