



June 10, 2020

Dear St. Patrick School Families,

I pray you and your families are doing well. We only have a few more days of school left and we are so proud of all that the students have accomplished during this challenging time. We especially thank all of you for your support and encouragement as well as your partnership in educating your children.

As we inch closer to next week, I wanted to share some final details about the Materials Exchange Days with you. Please know that we have had to work with Borough officials as well as follow guidelines from the State of New Jersey and the Diocese of Paterson Catholic Schools Office to conduct this series of events on June 15th and 16th. Please understand that guidance changes, sometimes daily, so this is what we are planning for as of the day you are receiving this letter. A reminder that the dates and times for the Materials Exchange Days are the following:

Monday, June 15 - PreK through Grade 5 only

- 8:30AM Last Name beginning with A & B
- 9:30AM Last Name beginning with C & D
- 10:30 AM Last Name beginning with E & F
- 11:30AM Last Name beginning with G, H & I
- 1:30PM Last Name beginning with J, K & L

Tuesday, June 16 - PreK through Grade 5 only

- 8:30AM Last Name beginning with M & N
- 9:30AM Last Name beginning with O, P & Q
- 10:30 AM Last Name beginning with R & S
- 11:30AM Last Name beginning with T, U & V
- 1:30PM Last Name beginning with W, X, Y & Z

Grade 6 families already received a Sign-Up Genius and a permission form for Monday, June 15 for the students to drop-off items and clean out their lockers. Grade 7 families also already received a Sign-Up Genius and permission form for Tuesday, June 16 for the students to drop-off items and clean out their lockers. Grade 6 and 7 parents will drop students off on Chatham St. at their designated time. Students must enter the Middle School using the main entrance at the courtyard. All Grade 6-7 students will exit on Washington Ave.

Please bring your student's items for drop-off during your specific time slot as we will only have those items available. If you are not able to drop-off and pick-up your student's items on June 15 or 16, please see if another family is comfortable dropping the items off for you. If you have any questions or concerns, contact the School Office at schooloffice@st-pats.org. ***The school needs all items back before we can close out the school year for your student. Please contact teachers prior to June 10th if items are lost or damaged for instructions on how to proceed.***

Exiting The Parking Lot

All cars will exit the parking lot onto Oliver Street. Faculty will direct you to which lane you can exit and the way to go to leave. We ask that you remain in your lane. Please watch carefully for the faculty members and follow their instructions, even if it means you have to go around the block upon exit. Chatham Police will be on hand throughout the day to assist with traffic flow.



How The Exchange Will Work

Please be sure to pack all items that your student must return in a CLEAR PLASTIC BAG labeled with the student's name and grade - one bag per student. Once you are at the designated exchange area, please put your car in the park position. All items to be dropped off must be handed to the faculty on duty (please note that you will most likely hand your items off to a faculty member other than your student's teacher) in a clear plastic bag and through the driver's side window. The teachers will not be allowed to take anything out of the trunk or back of the car. Finally, no one can exit the car for any reason. It is suggested by the Borough that the driver wear a mask.

Chromebooks

Please ensure that all Chromebooks are returned in the cases, if one was provided. Chargers should be loose in the bag.

Teacher Gifts

Teacher gifts will not be accepted at the Materials Exchange Days. If you have a gift you would like to give to a teacher, please bring it to the school during the following dates and times:

- Wednesday, June 10 from 9AM-3PM
- Thursday, June 11 from 9AM - 3PM
- Friday, June 12 from 9AM - 1PM

The School Office will place boxes for teacher gifts outside the main school entrance under the awning for the gifts. Due to local and state health guidelines, please note that the gifts will not be given to teachers immediately, so any type of food is not recommended.

A Few More Things

I cannot begin to tell you how grateful the faculty, staff and I are for your faith in us, especially during this school year. Remember on Halloween when the electricity went out and we all thought that would be the toughest challenge of the school year? It's hard to believe how far we have come as a community for the good of our children. We continue to miss them and pray that everyone enjoys their time off this summer to recharge and reconnect as much as possible with friends and loved ones.

We are working diligently on plans for the 2020-2021 school year based on guidance from the Borough, federal and state agencies as well as the Diocese. Please watch your email for updates in the form of letters and/or the school newsletter, the *St. Patrick School Weekly Memo*, which will make its return on June 17 as we share updates on important information, including the 2020-2021 school calendar, health forms, uniform ordering and more.

Blessings,

Christine Ross, Ed.D
Principal