



BRISTOL SCHOOL DISTRICT #1

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May 28, 2020: Renegade Year-End Send Off (Student Materials & Chromebook Drop-off)

Dear Bristol Families,

Esta información se encuentra en español en <https://www.bristol.k12.wi.us/covid-19-updates/index.cfm>.

It is hard to believe the year is wrapping up. As a reminder, the last day for distance learning is Friday, May 29. During the week of June 1 through June 5, end of the year distance learning parent teacher conferences will occur. You should have received information from your child's teacher(s) regarding signing up for these conferences.

The Renegade Year-End Send Off (Student Materials & Chromebook Drop-off) is scheduled for Thursday, June 4 from 7 am to 7 pm.

During this event, we ask that ALL school-owned materials you may have at home be returned. The process of returning materials will run similarly to the past pick-up events. This event also offers one last opportunity to celebrate the year from a distance. Weather permitting, staff have been invited to be around to share their smiles! We are making every effort to plan and host an efficient drop-off process and thank you in advance for your patience.

Please carefully review the following information about June 4th's Student Materials & Chromebook Drop-off event.

During the June 4th Student Materials & Chromebook Drop-off families will be able to:

- **Return ALL school-owned materials, including textbooks, chromebooks, library books, athletic uniforms or other grade level specific items requested by teachers**
- **Pick-up summer enrichment packets (at applicable grade levels)**
- **Share smiles with staff from a distance**

Prior to the June 4th Student Materials & Chromebook Drop-off:

- Locate all school-owned materials in your home that include but not limited to:
 - Library books*
 - Chromebooks & chromebook charger*
 - Athletic uniforms*
 - Textbooks
- Separate chromebooks, library books and athletic uniforms*
- If you have multiple students, gather and group items by student in your home
- Place each student's school-owned items in a tied/closed plastic/paper bag* clearly labeled as shown in this [example](#) with the following information:
 - Student's First
 - Student's Last Name
 - Grade
 - Homeroom Teacher



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- If possible, plan to participate in the June 4th event with your student. As you drive through the drop-off, staff would love to share smiles from a distance.

***Chromebooks, library books and athletic uniforms should not be placed in the bag with other items.**

To return chromebooks, library books and athletic uniforms, review their specific instructions below:

- **Prior to returning Library Books** *(All returned books' Destiny account statuses from the last Packet Drive-Thru Event on May 12-14 are now updated)*
 - Log into your child's Destiny Account to review all items currently checked out (view the step by step [Destiny Student Access Video Tutorial](#))
 - Remove any bookmarks or other papers
 - Wipe down front and back covers of each item with a disinfecting wipe, if possible
 - If applicable, fully charge the Nook. Remember to place the charger in the bag with the device
 - Place all library books into a single bag
- **Prior to returning Chromebooks:**
 - Logout of all accounts on chromebook
 - Wipe down the chromebook and charging cord with disinfectant wipe
 - Return charging cord with chromebook
- **Prior to returning Athletic Uniforms:**
 - Wash uniform
 - Place in a bag with the following information (can be written on bag or on paper placed in bag):
 - Student's First and Last Name
 - Grade
 - Sport

During the June 4th Student Materials & Chromebook Drop-off*:

- Enter by the Hwy 45 side or the service road entrance off of 203rd Avenue.
 - Drive slowly and be sure to share your smiles with staff as you drive through.
 - Traffic flow will proceed behind the back of the building.
 - Door #7 (back entrance) will be for chromebook, library book and athletic uniform drop-off.
 - Place these items on the passenger seat for staff to check-in.
- Drive around the building towards the north parking lot (83rd Street entrance).
 - Door #2 (main entrance) will be for all other student item drop-off.
 - Followed the same directions of Door #7 to assist with material collection.
 - All items should be placed in the passenger seat for staff.
- Continue to Door #1 to pick up any additional items such as
 - Band medals and awards
 - Summer packets (if applicable)
 - Yearbook (it is our hope that yearbooks will be here by this date; however, we are still waiting on confirmation from LifeTouch)
- Exit via the outgoing 83rd Street parking lot exit.



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***Bristol staff will be out in the parking lot to help guide traffic flow. Please remain in your vehicle during the drop-off process.**

Important Reminders Regarding the June 4th Student Materials & Chromebook Drop-off:

- If possible, we encourage you to bring your student with you. As you drive through the drop-off, staff would love to see your smiles and share their smiles from a distance.
- Non-Bristol staff will not be allowed in the building.
- Any unreturned school-owned materials or chromebooks will result in a charge to your student's account.
- Chromebooks not returned during this time will be locked down.*

Furthermore, the Google user account will be locked down until the chromebook is returned.

We look forward to sharing smiles from a safe distance. Again, we thank you in advance for your support and patience in making this event safe and efficient. Thank you again for all you have done to support your child's learning at home! We appreciate all of our families and look forward to the time we can see you all in the building again!