



# WORCESTER CENTRAL SCHOOL

198 Main St., Worcester, NY 12197  
Phone (607) 397-8785 • Fax (607) 397-9454  
www.worcestercs.org

June 10, 2020

Dear Parents and Guardians,

On June 22, 2020 beginning at 9:00 a.m. we will have an opportunity for you to drop-off your child’s materials and pick-up his/her report card.

- During the time slot assigned for your child’s grade, please enter the school parking lot and stay in the lane for student drop-off (lane closest to the building).
- You will stop at the student drop-off to return school items.

These items include: all Chromebooks & chargers (regardless of functionality); any library books, classroom books, or textbooks; calculators; musical instruments and folders; and Junior and Senior parking passes. You will **not** need to return paper copies of work you have received during the closure.

- You will then travel around to the bus drop-off area where you will collect your child’s report card. Report cards will **only** be given to the student named on the report card or their parent or guardian. We cannot give report cards to anyone else regardless of the reason or perceived permissions.
- During this event you must remain in your car at all times. Please maintain the flow of traffic, parking will not be permitted.
- Please wear a mask while in your car, as staff members are bringing and collecting items to and from your car.
- If you have more than 1 child, please choose a convenient time slot for your entire family. You will not be expected to return for each time slot based on having children in multiple grades.
- Please have items for return placed in a bag and labeled with the student’s name. This will expedite the process and will help us to maintain records of what has been returned.

<b>Times</b>	<b>Groups</b>
9:00 a.m. - 10:00 a.m.	Pre-K, K, 1, 2
10:00 a.m. - 11:00 a.m.	3, 4, 5, 6
11:00 a.m. - 12:00 p.m.	7, 8, 9
12:00 p.m. - 1:00 p.m.	10, 11, 12
5:00 p.m. - 7:00 p.m.	Anyone unable to make time slot above.

Thank you for your attention to this and we look forward to seeing you on Monday, June 22nd.

Sincerely,

*Tim Gonzales*

Timothy Gonzales  
Superintendent

*Melissa Leonard*

Melissa Leonard  
Secondary Principal

*Jessie Westfall*

Jessie Westfall  
Elementary Principal