



May 15, 2020

Dear Parents and Members of the Class of 2020,

I hope this letter finds you all well as we prepare to finish out the school year. We are sharing important information for the closing process which will take place in the gymnasiums at Conestoga. Because students have been out of school for the past two months, we ask your cooperation as we make plans to collect all materials and distribute caps and gowns to the Class of 2020.

At this time, we are prepared to receive students at Conestoga in accordance with social distancing guidelines from Tuesday, May 26th through Friday, May 29th from 9am to 3pm. The Chester County Department of Health has provided us guidelines for conducting this essential work for our seniors.

- ALL STUDENTS WILL BE REQUIRED TO WEAR A MASK WHILE ON CAMPUS.
- Any senior who is not feeling well or who is not comfortable coming to school, should not participate. We will arrange an alternate time for pick-up/drop off.
- Students will be required to maintain a minimum of 6 feet between each other at all times.
- A maximum of 10 people will be permitted in each gym at any one time.
- Students should arrive at school, park in the main parking lot, and proceed to the glass doors between the two gyms while remaining 6 feet apart.
- Students will be admitted based on last name, according to the following schedule:

	9-11AM	11AM-1PM	1PM-3PM
TUES, MAY 26TH	A/B	C/D	E/F
WED, MAY 27TH	G/H	I/J/K	L/M
THURS, MAY 28TH	N/O	P/Q/R	S/T
FRI, MAY 29TH	U/V	W/X	Y/Z

In order to receive their caps and gowns, students are expected to return laptops (valued at \$125 and chargers at \$58), textbooks, class materials, sports’ uniforms, and equipment at this time. If you feel you are unable to pay your debt at this time due to financial hardship, please email Alice Ciocco at CioccoA@tesd.net prior to May 26th. Seniors may also pick up the contents of their lockers at this time, which have been cleaned out and stored in bags. In addition, the final issue of *The Spoke* will be available as well as student artwork.

Conestoga is prepared to refund ¼ of the senior parking fee which entitles each driver to \$45. For those interested in requesting a refund, you can choose to receive that amount in a personal payment, or you can donate the amount toward the Senior Class and our culminating activities. Please email Alyssa Myers at MyersA@tesd.net to request your preference.

Students should come at their assigned time prepared with all items, including payment for any debt they owe. Checks should be made out to Conestoga High School. Questions should be directed to Alice Ciocco at CioccoA@tesd.net.

Thank you for help as we prepare to close out the school year. We look forward to seeing our seniors beginning on May 26th.

Sincerely,

Amy A. Meisinger, Ph.D.
 Principal