



TAVELLI TIGERS

Tavelli Elementary School
1118 Miramont Drive
Ft. Collins, Colorado 80524
(970)488-6725

Dear Tavelli Parents,

First of all, thank you for being such an important piece of our at-home learning puzzle. Education is a partnership, and we have always known how important parents and caregivers are to student success. Although these weeks have been difficult, we are grateful for the time you have spent helping us deal with this new reality.

End of School Year Information

- The last day for instruction in PSD elementary schools will be **May 14**. There will be no more teacher directed meetings with students or work assigned beyond that day. Students will still have access to our online resources. (Reading Plus, IXL, Lexia, etc.)
- Teachers will be available by email for questions until **May 22**.
- Report cards will be available on Parent Vue only beginning **May 22**

End of School Year Pick Up Student Materials Guidelines: Our staff has prepared a plan for picking up student materials on **Tuesday, May 19**. Please read these expectations carefully:

- Do not walk to school.
- Families will drive through a pickup lane as designated in this chart by last names.
- Please only use this lane as this is where your child's materials will be. Follow the staff directing traffic.
- Hold a sign up in your window with the first and last names of all children in your family.
- Sample sign in car window in large, bold letters:
 - Example for window sign: ANNA TAVELLI
- **If you checked out a laptop, have library books to return or medicine to pick up, you will be directed to pull forward and where to lay them on a table. Laptops and cords must be returned and checked in.**
- Pull forward as directed and do not get out of the car. Contents of desks will be in a labeled bag.
- If possible, please open your trunk. If not, open a car window.
- A staff member will deliver your bags to you.

TUESDAY, MAY 19: LAST NAME/ PICK UP AREA

8:30-9:30

A-B Front/West Parking Lot

C-E Back/East Parent Pickup Loop

Belongings of siblings with different last names will be included with the older siblings' belongings

9:30-10:30

F-H Front/West Parking Lot

I-L Back/East Parent Pickup Loop

10:30-11:30

M-O Front/West Parking Lot

P-R Back/East Parent Pickup Loop

11:30-12:30

S-T Front/West Parking Lot

U-Z Back/East Parent Pickup Loop

Thank you for following these important directions. We will have hundreds of cars coming through in four hours. We will move the line along as best we can and will need your help and patience with this. **If you are unable to pick up your child's belongings, please contact your child's teacher before Monday, May 18th. Thank you.**

This is not how we wanted to end the year, but this will be a safe closure for all. We will see you soon.