



# CLARENCE HIGH SCHOOL

Geoffrey M. Hicks, *Superintendent* – Kenneth J. Smith, *Principal* – Robert Coniglio, *Assistant Principal* – Kevin Barrett, *Assistant Principal*

June 1, 2020

Dear Clarence Families,

We continue to think about students and their families during this time. Critical information on student grading for 4th marking periods and locker clean-out is listed below.

### 4th Marking Period Guidelines

- The 4th marking period ends on June 12<sup>th</sup>. All classes will have grades entered for the 4th marking period. These grades will be posted and visible to students and parents in PowerSchool.
- At the end of the 4th marking period, if a student’s grade is below passing, the student will be assigned a \*65% for the 4th marking period.
- It is critical that students put forth their best effort since their final average will be calculated based on four marking periods. There will be no exam grade included in the calculation of the final overall average.
- Students with missing assignments during the 4th quarter will be allowed to make them up for full credit prior to June 12<sup>th</sup>.
- We understand that this has not been easy for all of us. Please reach out to us if your child is having a difficult time and we will work with you to provide support and assistance.

### School Materials/Computer Drop-off and Student Belongings Pick-up – Report to the Bus Loop by the Gym

We will empty the school and gym lockers that have been assigned to your child/ren. We will use the combination we have on record. Locks that have not been properly documented with the main office will need to be cut off to allow us to gain access to the locker. School items will be retrieved from the lockers during the clean-out.

In addition to picking up belongings, students are expected to return any school owned supplies and materials (textbooks, computers, library books, calculators, etc.). In order to prepare for this process please:

- Label each item you are returning indicating the teacher's name.
- Place all items being returned in a bag with your child's name and place the bag in your trunk for contactless drop-off. School owned items will be removed from your vehicle by a CHS staff member who will be returning your child's materials to you.
- Student personal items from their locker(s) have been bagged and labeled and will be placed in your trunk during the curbside pick-up/drop-off.
- For efficiency, please place your child/children's name(s) on a sheet of paper to display in your window.
- Cars will drive up to the bus loop near the gym. No one will be permitted to enter the building.
- The Pick-up and Drop-off schedule is listed below.

	Monday 6/15	Tuesday 6/16	Wednesday 6/17	Thursday 6/18
<b>AM (8:30 – 11:30)</b>	A – B	D – F	L – M	Q – S
<b>PM (12:30 – 3:30)</b>	C	G – J	K, N, O, P	T – Z

Thank you for your continued partnership.

Sincerely,

Kenneth J. Smith  
Principal

Kevin Barrett  
Assistant Principal

Robert Coniglio  
Assistant Principal